

United Kingdom

Stakeholder engagement – template for EITI data collection

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Period under review: 3rd May 2019 – 30th June 2021

Validation team:

Deadline for submission: 1st July 2021

Introduction

The EITI requires effective multi-stakeholder oversight, including a functioning multi-stakeholder group that involves the government, companies, and the full, independent, active and effective participation of civil society.

The key requirements related to multi-stakeholder oversight include: (1.1) government engagement; (1.2) industry engagement; (1.3) civil society engagement, including [EITI Protocol: Participation of civil society](#), and (1.4) the establishment and functioning of a multi-stakeholder group.

The purpose of this template is to collect information from MSG members about the implementation of these provisions. Parts I to IV of this template should be completed and submitted to the International Secretariat by the commencement of Validation.

Part I: MSG oversight addresses Requirement 1.4.b and should be approved by the MSG before submission to the International Secretariat.

Parts II to IV should be completed by each constituency and submitted to the International Secretariat. These should be shared with the MSG for information.

The Validation team will undertake virtual or in-person consultations to gather additional information. Ahead of the Validation, a public call for stakeholder views will be launched by the International Secretariat.

Part I: MSG oversight

This section is to be filled out by the national secretariat or an MSG working group and should be approved by the MSG before submission to the International Secretariat.

MSG members and attendance

1. Current MSG members. Please fill out the table below. Add rows when necessary.

Constituency	Full/ alternate member	Member since (MM/YY)	Name	Position	Organisation	Gender	Meetings attended in period under
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							review (dates)
Chair	Full member	01/18	Matthew Ray	Deputy Director – Company law & transparency	Department for Business, Energy and Industrial Strategy (BEIS)	Male	22/5/19 16/7/19 2/9/19 6/11/19 9/1/ 20 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 12/5/21 17/6/21
Industry	Full member	10/13	Dr Patrick Foster	Director of Education and Associate Professor in Mine Safety	Camborne School of Mines at the University of Exeter	Male	22/5/19 16/7/19 9/1/ 20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 12/5/21

							17/6/21
Industry	Full member	01/18	Jacqui Akinlosotu	Head of Tax	ENI UK Limited	Female	22/5/19 16/7/19 2/9/19 6/11/19 9/1/ 20 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 12/5/21 17/6/21
Industry	Full member	10/19	Dan Espie	Country Fiscal Vice President	TotalEnergies E&P UK Limited	Male	6/11/19 9/1/ 20 18/3/20 20/5/20 16/9/20 18/11/20 14/1/21 16/3/21 12/5/21 17/6/21

Industry	Full member	11/14	John Bowater	Chief Financial Officer and Deputy Chief Executive	Aggregate Industries	Male	6/11/19 9/1/20 18/3/20 18/11/20 16/3/21
Industry	Alternate member	01/20	Aurelie Delannoy	Director Economic Affairs	Mineral Products Association	Female	6/11/19 9/1/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 17/6/21
Industry	Alternate member	02/20 01/21	Mike Tholen/David Evans	Sustainability Director/External Affairs Adviser	OGUK	Male	16/3/21 12/5/21
Civil Society	Full member Interim member	05/20	Joe Williams	Advocacy Manager	Natural Resource Governance Institute (NRGI)/Civil Society Network	Male	22/5/19 16/7/19 6/11/19 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21

							16/3/21 12/5/21 17/6/21
Civil Society	Full member Interim member May19- May20	05/20	Miles Litvinoff	National Coordinator	Publish What You Pay UK/Civil Society Network	Male	16/7/19 2/9/19 6/11/19 9/1/ 20 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 12/5/21 17/6/21
Civil Society	Full member Interim member May19- May20	05/20	Martyn Gordon	Lecturer in Accounting and Finance	Robert Gordon University, Aberdeen/Civil Society Network	Male	22/5/19 16/7/19 2/9/19 6/11/19 9/1/ 20 18/3/20 20/5/20 14/7/20 16/9/20

							18/11/20 14/1/21 12/5/21 17/6/21
Civil Society	Alternate member Interim member May19-May20	05/20	Simon Clydesdale	Campaign Leader: Oil, Gas and Mining Campaign	Global Witness/Civil Society Network	Male	2/9/19 6/11/19 12/5/21
Government	Full member	05/19	Nicola Garrod	Tax policy and technical advisor	Her Majesty's Revenue and Customs (HMRC)	Female	22/5/19 16/7/19 2/9/19 6/11/19 9/1/20 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 17/6/21
Government	Full member	10/13	Mike Earp	Senior Economist and Fiscal Analyst	Oil and Gas Authority (OGA)	Male	22/5/19 16/7/19 2/9/19 6/11/19

							9/1/20 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 16/3/21 12/5/21 17/6/21
Government	Full member	02/21	Nick Everington	Portfolio Manager - Marine Minerals	The Crown Estate (TCE)	Male	16/3/21 12/5/21
Government	Full member	09/16	Jeff Asser	Assistant Director, Oil and Gas Exploration and Production	Department for Business, Energy and Industrial Strategy (BEIS)	Male	22/5/19 6/11/19 9/1/20 18/3/20 20/5/20 14/7/20 16/9/20 18/11/20 14/1/21 12/5/21 17/6/21
Government	Alternate member	02/21	Claire Higgins	Minerals and Petroleum Branch	Department for the Economy	Female	16/3/21 12/5/21

					Northern Ireland (DfENI)		
Government	Alternate member	09/20	Dr Richard Griffiths	Fossil Fuel and Carbon Capture and Storage Licensing Manager	Welsh Government	Male	18/11/20 16/3/21 12/5/21 17/6/21
Government	Alternate member	05/21	Lu Ecclestone	Senior Governance Advisor for Anti-Corruption	Foreign, Commonwealth and Development Office (FCDO)	Female	12/5/21 17/6/21

2. Changes in membership in the period under review and the reason behind each change. (I.e. if there are people who have been members in the period under review but no longer are.) Please fill out the table below. Add rows when necessary.

Constituency	Name of former member	End of MSG membership (MM/YY)	Reason for membership ending	Replaced by
Industry	Martin Kirkham	01/20	Change of position.	Dan Espie
Industry	Romina Mele-Cornish	09/19	Left OGUK.	Tom Evans
Industry	Tom Evans	02/20	Left OGUK	Mike Tholen
Industry	Jerry McLaughlin	12/19	Retired.	Aurelie Delannoy
Civil Society	Lorraine Allanson	05/20	Part of interim Civil Society	Still vacant – looking to appoint a local representative.

Civil Society	Norbert Mbu Mputu	05/20	Part of interim Civil Society	Still vacant – looking to appoint a local representative.
Civil Society	Rocio Paniagua	05/20	Part of interim Civil Society	Still vacant – looking to appoint another alternate.
Government	Raj Baisya	10/20	Moved to a new position.	Dr Richard Griffiths
Government	Rhona Birchall	11/19	Moved to a new position.	Matt Edwards
Government	Matt Edwards	09/20	Moved to a new position.	Rob Keeling
Government	Martin Quinn	11/20	Retired.	Claire Higgins
Government	James Marshall	05/19	Moved to a new position.	Nicola Garrod
Government	Lucy Felton	08/19	Her Majesty's Treasury (HMT) left the MSG and will be kept informed of any developments by HMRC colleagues.	None
Government	Rob Keeling	05/21	Moved to a new position.	Lu Ecclestone
Government	Joe Perman	06/21	Moved to new position	None yet

3. MSG working groups and technical committees. If the MSG has established working groups or committees, please describe briefly their mandate and membership.

The UK MSG have established the following subgroups to take forward the more detailed work of the MSG:

Sectoral subgroup: to look at ensuring that the data and background information on the website and in the annual report is up to date. Members are: Jacqui Akinlosotu (industry), Aurelie Delannoy (industry), Simon Clydesdale (civil society), Nicola Garrod (government), Mike Earp (government), Jeff Asser (chair – government until May 2021), Tim Vickery (chair – from June 2021), Dr Richard Griffiths (government).

Mainstreaming subgroup: taking forward the UK work on mainstreaming, including the feasibility study published in 2019. Members are: Dr Pat Foster (industry), Jacqui Akinlosotu (industry), Martyn Gordon (civil society), Joe Williams (civil society), Nicola Garrod (chair – government), Mike Earp (government)

Compliance subgroup: taking forward the work on the corrective actions from the validation and the new requirements of the 2019 EITI Standard. Members are: Dr Pat Foster (industry), Jacqui Akinlosotu (industry), Aurelie Delannoy (industry), Miles Litvinoff (civil society), Justyna Herbut (civil society), Mike Earp (government), Rob Keeling (government), Richard Griffiths (government), Monica Draycott (chair – UK secretariat).

Reconciliation subgroup: work closely with the independent administrator to ensure that the annual reconciliation process timetable is agreed and the templates and guidance for companies is updated to ensure any new requirements are included. Members are: Dr Pat Foster (industry), Jacqui Akinlosotu (industry), Aurelie Delannoy (industry), David Evans (industry), Joe Williams (civil society), Justyna Herbut (civil society), Nicola Garrod (chair – government), Mike Earp (government), Tim Woodward (independent administrator), Hedi Zaghouni (independent administrator), Karim Limam (independent administrator).

Comms subgroup: to look at possible awareness raising activities and promotion of UK EITI. Members are: Dan Espie (industry), Aurelie Delannoy (industry), David Evans (industry), Justyna Herbut (civil society), Martyn Gordon (civil society), Norbert Mpu Mbutu (civil society), Jeff Asser (government), Mike Nash (chair – UK secretariat up to May 2021), Tim Vickery (chair – from June 2021).

Mining and quarrying subgroup: Meet when required to discuss issues specific to the mining and quarrying sector. Members are: Dr Pat Foster (industry), Aurelie Delannoy (industry), John Bowater (Chair - industry), Mike Earp (government), , Joe Williams (civil society).

Minutes of all subgroup meetings are recorded and circulated to subgroup members for comment. They are also circulated with the MSG papers for information and are available on request from the Secretariat.

Section 8 of the MSG's [Terms of Reference](#) covers the mandate for subgroups. Subgroups are formed to take forward particular areas of work e.g. mainstreaming and will be dissolved when this work is completed.

The UK Secretariat also maintains a work schedule which includes MSG and subgroup membership details, an MSG actions log, MSG forward plan and a list of past and planned meetings (MSG, sub-group and working level meetings):



UK EITI Work
Schedule for Templat

MSG Terms of Reference and practices

4. Link(s) to publicly available MSG Terms of Reference and/or other documents containing the provisions of Requirement 1.4.b.

The latest MSG Terms of Reference are available [here](#) on the UK EITI website. They were last updated in August 2020 and will next be reviewed at the 2 September 2021 MSG.

5. Date of MSG approval of its latest Terms of Reference or similar document containing the provisions under EITI Requirement 1.4.b.

The latest Terms of Reference were considered approved by the UK Secretariat on 17th August 2020. (Information available on request).

6. MSG's policies and practices. Please fill out the table below.

Elements of MSG Terms of Reference (1.4.b)		
	<i>Where is the policy documented?</i>	<i>Briefly describe practices in the period under review. Please explain any discrepancies between the ToR and the practice.</i>
The role, responsibilities and rights of the MSG		
Definition of the role, responsibilities and rights of the MSG and its members.	<i>MSG Terms of Reference section 2.</i>	<i>The roles, responsibilities and rights been respected in practice during the period covered by this validation.</i>
Adherence to the EITI Association code of conduct, including addressing conflicts of interest.	<i>MSG Terms of Reference Schedule 1.</i>	<i>The EITI Association code of conduct has been adhered to in the period covered by this validation. No conflicts of interest have emerged.</i>
Approval of work plans and oversight of implementation		
Approval of annual work plans.	<i>MSG Terms of Reference 2.2.</i>	<i>The MSG discussed the 2021 Workplan at their meeting on 18th November 2020. Members were asked to provide any further comments after the meeting, pending approval. No further comments were received so the 2021 Workplan was published on 6th January 2021 on the UK EITI website.</i>
Oversight of the EITI reporting process and engagement in Validation, including approval of Independent Administrator ToRs and EITI Reports.	<i>MSG Terms of Reference section 2.</i>	<i>During the period covered by this validation the MSG have provided effective oversight on all aspects of implementation. The MSG approved the updated Terms of Reference in July/August 2020.</i> <i>The following reports were also approved by the MSG:</i> <i>5th UK EITI report published on 20th December 2019.</i> <i>6th UK EITI report published on 9th December 2020.</i>

		Approval of Independent Administrator in May 2019.
Internal governance rules and procedures		
Inclusive decision-making process throughout implementation, with each constituency being treated as a partner and with the right to table issues.	<i>MSG Terms of Reference section 2.</i>	<i>All MSG members are able to table issues for discussion at both MSG and subgroup meetings.</i>
Procedures for nominating and changing multi-stakeholder group representatives, incl. alternates	<i>MSG Terms of Reference section 4.</i>	<p><i>[Indicate the practice in Part I and in constituency-specific questionnaires.]</i></p> <p>Industry members will be appointed for an initial term of four years by nomination from OGUK for the oil and gas industry (two full seats) and by the Mining Association of the UK (one full seat) and the Mineral Products Association (one full seat) for mining and quarrying industry. At the end of each four-year term the constituency must consider if the seats should be made available to other suitable candidates, using the standard industry nominations process, or if the existing member should continue.</p> <p>Civil society members will be appointed for an initial term of four years by nomination by the Civil Society Network. At least one full MSG seat must be allocated to a representative from a local community affected by the extractive industries. At the end of each four-year term the constituency must consider if the seats should be made available to other suitable candidates, using the standard civil society nominations process, or if the existing member should continue.</p> <p>Government members will be appointed for an initial term of four years by nomination from their respective government organisations. At the end of each four-year term the constituency must consider if the seats should be made</p>

		<i>available to other suitable candidates, or if the existing member should continue.</i>
Decision-making procedures, e.g. rules for voting and quorum	<i>MSG Terms of Reference section 11.</i>	<i>During the period of this validation there have been no decisions that the MSG taken by vote. All decisions have been reached by consensus.</i>
Duration of the MSG's mandate	<i>Terms of Reference section 4.</i>	<i>Not applicable. The UK MSG's mandate is open-ended. The terms of reference cover terms of membership for each of the constituencies.</i>
Per diems	Expenses for MSG members are not specifically included in the MSG ToRs as they are not routinely paid. The instances mentioned here were agreed as a one-off for one of the interim civil society members by the MSG chair. There was an agreed cap on what the member was able to claim. This interim member has now left the MSG.	<i>Payments were made to one interim civil society member during this period to cover travel and accommodation expenses for attendance at MSG and subgroup meetings.</i> <i>The payments made in the period covered by this validation are as follows:</i> <i>22nd May 2019 MSG £280.00</i> <i>16th July 2019 MSG £280.00</i> <i>8th October 2019 Comms subgroup meeting £130.50</i> <i>6th November 2019 and 11th December 2019 £447.18.</i>
Frequency of meetings	<i>Terms of Reference Section 7.</i>	<i>The MSG met every two months during the period covered by this validation – a total of 13 full meetings.</i>
Advance notice of meetings and timely circulation of documents	<i>Terms of Reference Section 7.</i>	<i>The meetings are usually confirmed at least 3-4 months in advance. The papers for each meeting are circulated five working days before each meeting, where possible.</i>
Record-keeping	<i>MSG Terms of Reference section 7.</i>	<i>Full minutes are taken of each MSG meeting and subgroup meetings. These are circulated for approval. The MSG minutes are uploaded onto the UK EITI website here.</i>

Other aspects covered in the ToR that the MSG wishes to highlight

MSG meetings and minutes

7. Please provide the dates and a link to the published minutes of MSG meetings that have taken place in the period under review or provide any unpublished minutes as an attachment.

[33rd UK EITI MSG, 22nd May 2019](#)

[34th UK EITI MSG, 16th July 2019](#)

[35th UK EITI MSG, 2nd September 2019](#)

[36th UK EITI MSG, 6th November 2019](#)

[37th UK EITI MSG, 9th January 2020](#)

[38th UK EITI MSG, 18th March 2020](#)

[39th UK EITI MSG, 20th May 2020](#)

[40th UK EITI MSG, 14th July 2020](#)

[41st UK EITI MSG, 16th September 2020](#)

[42nd UK EITI MSG, 18th November 2020](#)

[43rd UK EITI MSG, 14th January 2021](#)

[44th UK EITI MSG, 16th March 2021](#)

[45th UK EITI MSG, 12th May 2021](#)

46th UK EITI MSG, 17th June 2021 (minutes still to be approved by the MSG).

MSG approval

8. Date of MSG approval of this submission.

Wednesday 30th June 2021

Part II: Government engagement

This questionnaire seeks to collect information from government MSG members about the engagement of the government in the EITI process from 3 May 2019 to 30 June 2021 . Government MSG members are requested to fill out the form together and either submit it directly to the Validation team (xxx@eiti.org) or request the National Coordinator to submit it. Government MSG members may also mandate the National Coordinator to fill out the questionnaire. The deadline for submitting the form to the Validation team is 1 July 2021. It is recommended that government MSG members coordinate to agree one submission. Diverging views within the constituency can be documented in the form. The signatories of the submission should be indicated at the bottom of the form. Stakeholders may contact the Validation team directly to provide additional views.

1. Examples of statements or actions in support of the EITI and/or matters in the scope of the EITI Standard by high-level government representatives, such as ministers or the head of state.

A statement in support of EITI from the UK EITI Champion, Lord Callanan is available [here](#).

2. Name and position of senior individual leading implementation.

The UK EITI Champion Lord Callanan, was appointed in July 2020. Lord Callanan is the Minister for Corporate Responsibility and Climate Change at the Department for Business, Energy and Industrial Strategy (BEIS).

3. Describe the process for nominating government MSG members, including whether consideration was given to ensuring the seniority and diversity of representation.

Agreed procedure for selecting government MSG members	Practice in the period under review
<p>Government members will be appointed for an initial term of four years by nomination from their respective government organisations.</p> <p>The government constituency will consider the diversity of its members in its nominations processes, including gender balance, and will evidence and document how diversity considerations have been taken into account.</p>	<p>Previous NI Government member appointed for 4 year term which was extended until retirement (approximately 5 years in total). New member nominated and joined in February 2021.</p> <p>Procedures for appointments to the government constituency are available under section 4.2 of the terms of reference.</p>

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4. If any MSG representatives changed during the MSG's term, please describe the process followed for replacing them.

Agreed procedure for replacing government MSG members	Practice in the period under review
<p>At the end of each four-year term the constituency must consider if the seats should be made available to other suitable candidates, or if the existing member should continue.</p> <p>The government constituency will review membership on a regular basis to consider the diversity and gender balance of its members in order to ensure that membership reflects the changing nature of the sector and the requirements of the EITI Standard.</p>	<p>Former NI Government member continued beyond initial term until retirement as no alternative member available.</p> <p>Procedures for replacing members on the government constituency are available under section 4.2 of the terms of reference.</p> <p>During the period covered the following changes to the government constituency also took place Raj Baisya (Home Office) was replaced by Richard Griffiths (Welsh Government)/ Rhona Birchall (FCDO) was replaced by Matt Edwards (FCDO)/Matt Edwards (FCDO) was replaced by Rob Keeling (FCDO)/Rob Keeling (FCDO) was replaced by Lu Ecclestone (FCDO)/James Marshall (HMRC) was replaced by Nicola Garrod (HMRC). These changes were necessitated by members changing jobs. More detailed information can be found under section 2 of the MSG Members and Attendance section above.</p> <p>HMT decided to relinquish their place on the MSG so Lucy Felton (HMT) stepped down.</p> <p>Joe Perman moved on in June 2021, has yet to be replaced.</p>

5. Government resources directed to EITI implementation in the period under review, such as staff and funding for work plan activities.

The UK EITI Secretariat based at Department for Business, Energy and Industrial Strategy (BEIS) consists of 1.5 full time staff. Chair based at BEIS 0.2 staff.

Government members are based at the following government departments and agencies:

- Her Majesty's Revenue & Customs
- Oil & Gas Authority
- BEIS
- Foreign Commonwealth & Development Office
- The Crown Estate
- Scottish Government
- Welsh Government
- Department for the Economy Northern Ireland

The UK also had the following budgets for UK EITI activities including the independent administrator costs:

2019-20 - £233,000

2020-21 - £233,000

6. Efforts undertaken by the government to ensure an enabling environment for company and CSO participation in the EITI and/or to remove any obstacles to EITI disclosures.

Links to EITI website made available on OGA and DfE NI websites.

Collaborative work with MSG undertaken by OGA and DfE NI to ensure transparency of contracts and licences.

Signing of waivers by companies new to the EITI regime to allow disclosure of data by government agencies

Liaison with the broader constituency

3. Describe the government constituency's structures, policies and practices for coordination on EITI matters.

Please provide supporting evidence. If the evidence is available online, please provide a link. If it is not, please annex the evidence to this questionnaire.

Structures in place for liaison with the broader constituency, such as coordination groups	Policies and agreed procedures for liaison with the broader constituency	Practice in the period under review
<p>The government constituency on the MSG have contact with a number of government departments and agencies to update them on UK EITI activities. These include the recently established Task Force for Climate-related Financial Disclosure (TFCD), the Department for International Trade (DIT), the Joint Anti-Corruption Unit at the Home Office. There are established links with HMRC and also the Foreign, Commonwealth & Development Office's EITI International Team. The MSG now covers all of the Devolved Administration's in Scotland, Wales and Northern Ireland. The MSG also ensures that it has contact with both The Crown Estate (who are now represented on the MSG) and the Crown Estate Scotland. The MSG also have contacts within the BEIS Energy Team, Companies House Extractive Service and the BEIS team that deal with the Payments to Government's Regulations.</p>	<p>There are no specific policies or agreed procedures as the liaison described is deemed sufficient.</p>	<p>/See description at left.</p> <p>In addition, specific liaison with HMT on updating sector information and forward look material on the UK EITI website.</p>

4. Have MSG members sought input from the broader constituency on the following documents. If yes, how and did you receive input?

- a) The latest EITI work plan, including priorities for EITI implementation
- b) The latest annual review of outcomes and impact

No specific input sought from organisations not represented on the MSG as the representation on the MSG is considered to capture the great bulk of the government constituency.

Regular updates to Head of Branch in Minerals and Petroleum Research on work plan and implementation of corrective actions and new actions for EITI implementation

8 March 2021 Submission along with response to Lord Callanan letter detailing background on EITI role to Minister for the Economy, Grade 3, Grade 5 for Energy Division and various parties within Energy Division

5 October 2020 submission to Grade 6 for Energy Division of DfE NI to inform of role of EITI and validation process

Use of data

5. Have government representatives contributed to communicating or using EITI data, including participation in outreach activities?

If yes, please provide examples with links to any supporting evidence, such as reports, speeches or news articles.

The OGA website has an EITI page (<https://www.ogauthority.co.uk/exploration-production/taxation/extractive-industries-transparency-initiative/>) and, prior to the launch of the UK EITI website, presented up-to versions of almost all of the charts and tables presented in the UK EITI reports and additional charts or tables that were being considered for future reports. The Government revenues page (<https://www.ogauthority.co.uk/exploration-production/taxation/government-revenues-from-uk-oil-and-gas-production/>) includes an up-to-date table of “Differences between reconciled upstream oil and gas tax payments in EITI Reports and cash payments currently reported in HMRC statistics”

Display of link to the EITI website on DfE NI website: [Minerals and petroleum legislation, policy and statutory rules | Department for the Economy \(economy-ni.gov.uk\)](#)

Sign-off

Please include below the names and contact details of the MSG members from the government constituency who sign off on submitting the above information to the Validation team. Add rows as needed.

Name	Email address or telephone number	Date	Signature (optional)
Mike Earp		31 May 2021	
Nicola Garrod		24 May 2021	
Claire Higgins		18 May 2021	
Jeff Asser		30 June 2021	
Lu Ecclestone		30 June 2021	
Dr Richard Griffiths		30 June 2021	
Joe Perman		30 June 2021	
Nick Everington		30 June 2021	
Matt Ray (Chair)		30 June 2021	

Part III: Industry engagement

This questionnaire seeks to collect information from industry MSG members about the engagement of oil, gas and mining companies in the EITI process from 3 May 2019 to 30 June 2021. Industry MSG members are requested to fill out the form together and either submit it directly to the Validation team (xxx@eiti.org) or request the National Coordinator to submit it. The deadline for submitting the form to the Validation team is 1 July 2021. It is recommended that industry MSG members coordinate to agree one submission. Diverging views within the constituency can be documented in the form. The signatories of the submission should be indicated at the bottom of the form. Stakeholders may contact the Validation team directly to provide additional views.

MSG nominations

1. Describe the process for nominating industry MSG members, including whether consideration was given to ensuring the diversity of representation.

Please provide supporting documentation related to the latest nomination process. This could include the invitation to participate in the MSG, a list of interested organisations or individuals, constituency ToRs, minutes of the election process, etc. If the evidence is available online, please provide a link. If it is not, please annex the evidence to this questionnaire.

Agreed procedure for selecting industry MSG members	Practice in the period under review
<p>Industry members will be appointed for an initial term of four years by nomination from OGUK for the oil and gas industry (two full seats) and by the Mining Association of the UK (one full seat) and the Mineral Products Association (one full seat) for mining and quarrying industry.</p> <p>The industry constituency will consider the diversity of its members in its nominations processes, including gender balance, and will evidence and document how diversity considerations have been taken into account.</p>	<p>The process of nomination and selection of the industry representation on the MSG is described in the Nomination Process, including the criteria and selection process. The process was put in place and approved by consensus in August 2020.</p> <p>Procedures for appointments to the industry constituency are available under section 4.1 of the terms of reference.</p>

2. If any MSG representatives changed during the MSG's term, please describe the process followed for replacing them.

Agreed procedure for replacing industry MSG members	Practice in the period under review
<p>At the end of each four-year term the constituency must consider if the seats should be made available to other suitable candidates, using the standard industry nominations process, or if the existing member should continue.</p> <p>The industry constituency will review membership on a regular basis to consider the diversity and gender balance of its members in order to ensure that membership reflects the changing nature of the industry and the requirements of the EITI Standard.</p>	<p>In respect of the Oil & Gas industry constituency, none of the changes in membership during the reference period arose as a result of constituency members reaching the end of their four year terms. Changes during the reference period were as a result of industry members leaving or retiring from their respective industries</p> <p>In terms of the M&Q constituency both MSG members have been in place longer than 4 years to date, but their continuations to this time have been sanctioned by their representative associations. This will be reviewed as per agreed procedure by those Associations at the end of their current terms.</p> <p>Procedures for replacing members on the industry constituency are available under section 4.1 of the terms of reference. This includes reference to specific nomination details for OGUK, MPA and MAUK.</p> <p><i>Note: O&G – leavers Romina/Tom Evans/M Kirkham replaced by D Evans, M Tholen and D Espie.</i></p> <p>Changes in Mining and Quarrying Jerry McLaughlin (MPA) retired and replaced by Aurelie Delannoy (MPA).</p> <p>More detailed information on changes during the period covered in the industry constituency are available under section 2 of MSG Members and Attendance above.</p>

Liaison with the broader constituency

3. Describe the company constituency's structures, policies and practices for coordination on EITI matters.

Please provide supporting evidence, such as constituency ToRs, dates and minutes of constituency meetings, number of emails to mailing lists, etc. If the evidence is available online, please provide a link. If it is not, please annex the evidence to this questionnaire.

Structures in place for liaison with the broader constituency, such as industry associations	Policies and agreed procedures for liaison with the broader constituency	Practice in the period under review
<p>For Oil & Gas – Updates on EITI are standing agenda items for fiscal representative bodies UKOITC, Brindex and OTAC.</p> <p>For M&Q – Updates on EITI are regularly made through meetings of their Associations (eg standing item on MAUK General Meeting agenda).</p>		<p>For Oil and Gas: updates are provided in respect of ongoing reconciliations issues, as well as progress on validation and mainstreaming.</p> <p>D Espie provided an update of EITI issues on 08 April 2021 at UKOITC meeting.</p> <p>J Akinlosotu provided regular updates, at OTAC/Brindex meetings, in respect of ongoing EITI matters including reconciliation templates, annual reports, progress on the (re)validation and mainstreaming, UK EITI launch events at the following physical/online meetings:</p> <p>Dates: 24 July 2019, Sept 2019, 30 July 2020, 9 Sept 2020, 2 Dec 2020, 10 Feb 2021</p> <p>MAUK General Meeting Dates 4/4/19, 3/10/19, 22/4/20, 22/10/20, 21/4/21</p>

4. Have MSG members sought input from the broader constituency on the following documents. If yes, how and did you receive input?

- a) The latest EITI work plan, including priorities for EITI implementation

b) The latest annual review of outcomes and impact

O&G – N/A

M&Q – A verbal summary of the work plan and outcomes is made at MAUK General meetings (twice a year).

Use of data

5. Have company representatives contributed to communicating or using EITI data, including participation in outreach activities?

If yes, please provide examples with links to any supporting evidence, such as reports, blogs or news articles.

OGUK (Oil and Gas UK) welcomed and promoted the publication of the UK EITI reconciliation report – 25th February 2019 : <https://oguk.org.uk/global-transparency-initiative-confirms-uk-oil-gas-industry-net-contributor-to-uk-economy/> This report was also shared with all MAUK members.

OGUK provides verbal updates to members on UK EITI activities at Government Relations Working Group weekly calls (Not Minuted)

Formal verbal updates are given to MAUK members at MAUK General Meetings (twice a year).

Obstacles to participation

6. If company representatives have experienced any obstacles to participation in the EITI, please describe and specify these obstacles below or convey your concerns directly to the Validation team (XXX@eiti.org) by the commencement of the Validation. Please provide supporting evidence if available. Requests for confidentiality will be respected.

Not applicable.

Sign-off

7. Please include below the names and contact details of the MSG members from the industry constituency who sign off on submitting the above information to the Validation team. Add rows as needed.

Name	Email address or telephone number	Date	Signature (optional)
Mike Tholen		30 June 2021	
Jacqui Akinlosotu		30 June 2021	
Dan Espie		30 June 2021	
Patrick Foster		30 June 2021	
John Bowater		30 June 2021	
Aurelie Delannoy		30 June 2021	
David Evans		30 June 2021	

Part IV: Civil society engagement

This questionnaire seeks to collect information from civil society MSG members about the engagement of civil society in the EITI process from 3 May 2019 to 30 June 2021. Civil society MSG members are requested to fill out the form together and either submit it directly to the Validation team (xxx@eiti.org) or request the National Coordinator to submit it. The deadline for submitting the form to the Validation team is 1 July 2021. It is recommended that civil society MSG members coordinate to agree one submission. Diverging views within the constituency can be documented in the form. The signatories of the submission should be indicated at the bottom of the form. Stakeholders may contact the Validation team directly to provide additional views.

MSG nominations

1. Describe the process for nominating civil society MSG members, including whether consideration was given to ensuring the diversity of representation.

Please provide supporting documentation related to the latest nomination process. This could include the invitation to participate in the MSG, a list of interested organisations or individuals, constituency ToRs, minutes of the election process, etc. If the evidence is available online, please provide a link. If it is not, please annex the evidence to this questionnaire.

Agreed procedure for replacing civil society MSG members	Practice in the period under review
<p>Civil society members are appointed for an initial term of four years by nomination by the UK EITI Civil Society Network. At least one full MSG seat must be allocated to a representative from a local community affected by the extractive industries.</p> <p>At the end of each four-year term the constituency must consider if the seats should be made available to other suitable candidates, using the standard civil society nominations process, or if the existing member should continue.</p> <p>The civil society constituency reviews membership on a regular basis to consider the diversity and gender balance of its members in order to ensure that membership reflects the changing nature of civil society's engagement with the industry and the requirements of the EITI Standard.</p>	<p>The process of nomination and selection of the civil society representation on the MSG is described in the Nomination Process, including the criteria and selection process. The process was put in place and approved by consensus in April 2020. CSN MSG Nomination Process</p> <p>The UK EITI Civil Society Network (CSN) operates and selects MSG representatives according to its self-developed Membership Principles. The principles include a commitment to promote diversity of civil society representation on the MSG, including where appropriate by representatives of local UK communities affected by the extractive industries.</p> <p>In May 2020, the civil society selected three full and one alternate MSG members. Two MSG seats - one full and one alternate - are reserved for representatives from local communities affected by the extractives industry.</p>

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2. If any MSG representatives changed during the MSG's term, please describe the process followed for replacing them.

Agreed procedure for replacing civil society MSG members	Practice in the period under review
<p>Please see the procedure outlined under Q1</p>	<p>The following members resigned from the MSG membership in May 2020: Lorraine Allanson (no declared affiliation) Norbert Mbu-Mputu (South People Project)</p> <p>The following CSN members were elected using the CSN nomination and selection process: Miles Litvinoff (PWYP UK, full MSG member), Joe Williams (NRGI, full MSG member), Martyn Gordon (Robert Gordon University, serving in a personal capacity, full MSG member), Simon Clydesdale (Global Witness, alternate MSG member).</p> <p>The evidence below described each step of the nomination and selection process that was used to renew civil society representation and communicated with all CSN members.</p> <p>CSN MSG Nomination Process (overview) Call for MSG Nominations issued on 7 May 2020 via email including the nomination instructions, the selection process, the nomination form and the timeframes (email) Call for online voting (email) Results of the election (email)</p> <p>The CSN is actively working to identify and appoint MSG representatives from local communities affected by the extractive sector.</p>

Liaison with the broader constituency

3. Describe the civil society constituency's structures, policies and practices for coordination on EITI matters.

Please provide supporting evidence, such as constituency ToRs, dates and minutes of constituency meetings, number of emails to mailing lists, etc. If the evidence is available online, please provide a link. If it is not, please annex the evidence to this questionnaire.

Structures in place for liaison with the broader constituency, such as networks	Policies and agreed procedures for liaison with the broader constituency	Practice in the period under review
<p>The civil society constituency is organised in a UK EITI Civil Society Network (CSN).</p> <p>The CSN comprises of seven full member civil society organisations (CSOs) and 23 individual associate members with an active interest in transparent and accountable management of the extractive sector.</p> <p>The individual members are affiliated to various social justice, human rights and environmental civil society organisations, universities and community groups.</p> <p>Current CSO full members include: Article 19 Global Witness Involve UK Natural Resources Governance Institute Oxfam GB Publish What You Pay UK Transparency International UK</p>	<p>The CSN has Membership Principles that set out its governance and engagement practices.</p> <p>The CSN principles are available here on the UK EITI website.</p> <p>The CSN revised the principles in 2019-20 to ensure broader, inclusive and diverse representation in the network and MSG representation. After discussions and seeking input from the broader constituency the revised version was approved by consensus in Sept. 2020. Other changes include clarity about membership criteria, member intake, expectations and MSG representation.</p>	<p>Since 2020 the CSN has had a dedicated Coordinator who supports and facilitates the engagement of civil society in the EITI process, including planning and conducting outreach to involve local communities/organisations in civil society representation [Outreach Activities]</p> <p>CSN members are encouraged to engage with the network and contribute to the debate through the CSN's email list/Google group and during calls and meetings. These platforms are used for sharing domestic and international EITI and related news, events, MSG updates and discussions, for coordinating positions and advocacy, seeking input into consultations and decision-making. More than 117 emails were sent through the CSN email list during the period covered by the validation. In addition, multiple emails were exchanged within a smaller group of active members collaborating on various network activities and membership matters.</p>

		<p>The CSN held 18 online meetings/calls on the following dates: 2019: 13/05, 14/06, 15/07, 28/08, 29/10. 2020: 30/01, 27/02, 20/04, 18/05, 15/06, 09/0, 15/09, 16/11, 07/12. 2021: 15/03, 09/04, 23/04, 06/05</p> <p>All CSN members were informed in advance, invited and encouraged to attend the calls/meetings and share their input into discussed matters. Active members have substantially and consistently engaged in discussions on the calls and in the wider UK EITI process. CSN meetings focus on matters arising from the previous MSG meeting, issues for the forthcoming MSG meeting, CSN governance, representation and outreach, and wider extractives-related issues of importance to UK civil society. Discussion outcomes and decisions are documented in the CSN meeting online notes and shared with all members after each meeting.</p> <p>CSN members are also invited to join regular Europe/North America constituency calls organised by the CS Representatives on the International EITI Board ahead of, and sometimes following, Board meetings.</p>
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4. Have MSG members sought input from the broader constituency on the following documents. If yes, how and did you receive input?

- a) The latest EITI work plan, including priorities for EITI implementation
- b) The latest annual review of outcomes and impact

a) CS MSG representatives and the Coordinator have informed the CSN members on matters related to the UK EITI through the CSN email list. This included communication about upcoming MSG meetings and sharing the MSG papers, including the EITI work plan. The CSN Members have been encouraged to share their input and views into the EITI process with MSG representatives via email and during the CSN calls. No input has been received from the wider constituency into the annual EITI work plan.

b) CSN members were invited to share comments on the UK EITI MSG's [impact assessment of the UK EITI 2013-20](#) via an email from MSG representative Miles Litvinoff in Jan. 2021. No comments were received in response to the request.

Use of data

5. Have civil society representatives contributed to communicating or using EITI data, including participation in outreach activities or use of EITI data in advocacy and campaigns?

If yes, please provide examples with links to any supporting evidence, such as reports, blogs or news articles.

In Jan. 2020 CSN representative Miles Litvinoff (ML) published the blog [PWYP UK welcomes fifth UK EITI report, but has the UK fiscal regime been too generous to industry?](#) He shared the blog with the full CSN membership publication and with other networks such as the PWYP UK coalition. In Nov/Dec. 2020 ML invited members of the PWYP UK coalition and UK CSO members of the [Global Gas & Oil Network](#) to the online launch of the UK EITI Annual Review 2020

In Mar. 2021 ML used UK EITI oil and gas production data on cumulative UK North Sea production and recoverable reserves to inform email discussion among UK CSO members of the [Global Gas & Oil Network](#) in Mar. 2021 in relation to the UK's North Sea Licensing Review. A joint statement/letter was prepared but in the event not published.

Also in Mar. 2021 ML drew on UK EITI data to advise other CSOs about how to identify mining and quarrying companies operating in the UK.

In 2019-20 ML used the 2018 case study [Comparing UK EITI and Mandatory Payments to Governments Data for 2016](#) to inform research, awareness raising and advocacy with partners in two other EITI implementing countries, [Kazakhstan](#) and [Nigeria](#).

Obstacles to participation

6. If civil society representatives have experienced any obstacles to participation in the EITI, including the use of publicly available extractive sector data, please describe and specify these obstacles below or convey your concerns directly to the Validation team (XXX@eiti.org) by the commencement of the Validation.

The [EITI's civil society protocol](#) requires that the government ensures an enabling environment for civil society engagement in the EITI. Any concerns related to potential breaches of the protocol should be accompanied with a description of the related incident, including its timing, actors involved and the link to the EITI process. If available, supporting documentation should be provided. . Requests for confidentiality will be respected.

For purposes of Validation, 'civil society representatives' refer to civil society representatives who are substantively involved in the EITI process, including but not limited to members of the multi-stakeholder group. The 'EITI process' refers to activities related to preparing for EITI sign-up; MSG meetings; CSO constituency side-meetings on EITI, including interactions with MSG representatives; producing EITI Reports; producing materials or conducting analysis on EITI Reports; expressing views related to EITI activities; and expressing views related to natural resource governance.

Provision of the EITI civil society protocol	Potential breach identified in the period under review and accompanying evidence
2.1 Expression: Civil society representatives are able to engage in public debate related to the EITI process and express opinions about the EITI process without restraint, coercion or reprisal.	No breaches to report.
2.2 Operation: Civil society representatives are able to operate freely in relation to the EITI process.	No breaches to report.
2.3 Association: Civil society representatives are able to communicate and cooperate with each other regarding the EITI process.	No breaches to report.
2.4 Engagement: Civil society representatives are able to be fully, actively and effectively engaged in the design, implementation, monitoring and evaluation of the EITI process.	No breaches to report.
2.5 Access to public decision-making: Civil society representatives are able to speak freely on transparency and natural resource	No breaches to report.

governance issues, and ensure that the EITI contributes to public debate.	
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Sign-off

7. Please include below the names and contact details of the MSG members from the civil society constituency who sign off on submitting the above information to the Validation team. Add rows as needed.

Name	Email address or telephone number	Date	Signature (optional)
Miles Litvinoff		30 June 2021	
Martyn Gordon		30 June 2021	
Joe Williams		30 June 2021	
Simon Clydesdale		30 June 2021	

For Validation team's use: Guiding questions for consultations on stakeholder engagement

- What are the key strengths of the constituency's engagement in the EITI?
- Obstacles or barriers to participation in the EITI, including related to any of the provisions of the civil society protocol?
- Did actors from other constituencies attempt to influence the MSG nomination process or constituency coordination?
- What are the constituency's (or organisation's) priorities for EITI?
- To what extent are the constituency's or organisation's priorities reflected in EITI implementation?
- Are other constituencies fully, actively and effectively engaged in EITI implementation?
- Any other remarks, including commentary on the MSG's functioning.
- For stakeholders not on the MSG: Commentary on opportunities to provide input to the MSG's work or agenda. Commentary on the representativeness of constituency MSG members, possible conflicts of interest and the openness of the MSG nomination process.
- Context-specific questions arising from the written input to clarify or seek further information.

For Validation team's use: Template for "Call for views on stakeholder engagement"

Call for views on progress in EITI implementation in [country]

[Summary of status of implementation, including the commencement date of Validation and the outcome of the previous Validation,]

The EITI International Secretariat is seeking stakeholder views on [Country's] progress in implementing the EITI Standard between [period under review]. Stakeholders are requested to send views to [contacts of Validation team members] by [Validation commencement date].

The EITI Standard requires that the government, extractive companies and civil society are fully, actively and effectively engaged in EITI implementation. The Secretariat is seeking views on the following questions:

1. Are the government, extractive companies and civil society fully, actively and effectively engaged in EITI implementation?
2. Are there any obstacles or barriers to the participation of any of these constituencies or their sub-groups in EITI implementation?

Civil society engagement in the EITI will be assessed in accordance with EITI Protocol: Participation of civil society. Stakeholders are requested to provide input on [Country's] adherence with the protocol.

Any concerns related to potential breaches of the protocol should be accompanied with a description of the related incident, including its timing, actors involved and the link to the EITI process. If available, supporting documentation should be provided. Stakeholders may also indicate which provision of the civil society protocol they consider the breach(es) to relate to. Responses will be anonymised and be kept confidential.

The Secretariat is seeking views on the following questions related to civil society engagement:

3. Are civil society organisations able to engage in public debate related to the EITI process and express opinions about the EITI process without restraint, coercion or reprisal?
4. Are civil society representatives able to operate freely in relation to the EITI process?
5. Are civil society representatives able to communicate and cooperate with each other regarding the EITI process?
6. Are civil society representatives able to be fully, actively and effectively engaged in the design, implementation, monitoring and evaluation of the EITI process?
7. Are civil society representatives able to speak freely on transparency and natural resource governance issues, and ensure that the EITI contributes to public debate?

For purposes of the protocol, 'civil society representatives' refer to civil society representatives who are substantively involved in the EITI process, including but not limited to members of the

multi-stakeholder group. The 'EITI process' refers to activities related to preparing for EITI sign-up; MSG meetings; CSO constituency side-meetings on EITI, including interactions with MSG representatives; producing EITI Reports; producing materials or conducting analysis on EITI Reports; expressing views related to EITI activities; and expressing views related to natural resource governance.