



**Working in Partnership Copeland**  
**Minutes of the 4<sup>th</sup> meeting of the South Copeland GDF Community Partnership**  
**Held at Kirksanton Village Hall 20<sup>th</sup> April 2022**  
**Commencing at 6.30pm**

**PRESENT:**

Cllr Ged McGrath	Chair
Cllr David Moore	Copeland Borough Council, Councillor & Nuclear Portfolio Holder
Cllr David Savage	Cumbria District Association of Local Councils (CALC)
Kelly Anderson	NWS Community Engagement Manager (CEM)
Cllr Carl Carrington	Millom Without Parish Council
Cllr Maggie Cummings	Whicham Parish Council
Cllr Dave Billing	Millom Town Council

**SUPPORTING ATTENDEES:**

Lucy Clarke	NWS Communications Lead
Anne Broome	NWS Community Engagement Coordinator
Dawn Walker	NWS Secretariat
Jonathan Cook	Copeland Borough Council Officer
Cllr Fee Wilson	Copeland Borough Council (Via Teams)
Cllr Doug Wilson	Copeland Borough Council

**APOLOGIES:**

Cllr Laurence Date	Copeland Borough Council
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**AGENDA 1: WELCOME AND INTRODUCTIONS**

- The Chair welcomed everyone to the meeting.
- Voting members were recorded from each organisation.
- No changes to voting members were identified.
- No Declarations of Interest were received.

**AGENDA 2: APPROVAL OF MINUTES AND ACTION LOG**

Minutes were approved as a true reflection of the meeting.

**ACTION LOG 23.3.22**

**Agenda 2 23.03221 1:** CEM to speak to the Community Partnership Member to discuss the appropriate sharing of South Copeland Community Partnership documentation.

The CEM informed the Partnership that in future, documents will be clearly marked to denote documents that are for members of South Copeland Community Partnership only and documents that can be shared more widely.



**Agenda 2 230322 2:** CEM to look into the possibility of arranging time for members to hear from other Partnerships in the UK and internationally.

The CEM confirmed to the Partnership that members of the Canadian GDF Community had agreed to join the next Community Partnership meeting on 18 May to discuss their experiences. If the members find this helpful, we can then set up further international and UK discussions.

**ACTION :** Circulate a biography of the Canadian Community Partnership members and an overview of their process

**Agenda 2 230322 3:** Secretariat to add a monthly CIF update to the agenda.

The next CIF Panel meeting takes place on 6 May so there were no updates since the last meeting. There are approximately ten applications for consideration at the next meeting and an update will follow at the next CP meeting.

**Agenda 3 230322 1/Agenda 4 230322 2 :** Comms Lead to mock - up an example of the membership page for the website and a content plan for the newsletter.

The Comms Lead had emailed CP members a mock-up of the community members page for the website and asked for feedback. Input had been received from some members but was still awaited from others. Content for the newsletter will be discussed under agenda item 3.

**ACTION:** Resend the mock-up of the member's page to CP members

**ACTION:** Members to send feedback and logos to the comms lead

### **AGENDA 3: COMMS UPDATE:**

The Comms Lead took the members through the proposed plan for communicating the successful recipients of Community Investment Funding.

This included:

- Press releases
- Photography and videography
- Social media: organic and paid
- Newsletter features
- Q&S blog pieces

Q – When CIF projects are completed, are we considering giving them plaques to indicate where the funding has been sourced from?

A - Yes this is a possibility.

Q - There seems to be an imbalance around the communication of CIF projects and the objective of this group which there seems to be an imbalance around the communication of CIF projects and the objective of this group, which is to identify whether this is a suitable area to host a GDF. CIF funding is good, but it must not overshadow the true objective of the process, which is to identify a suitable site for a GDF with a willing community. This requires a balanced and proportionate approach to the partnership's communications with the local community.



A- It is very important that the publicity is proportionate and there are many ways we can balance this. We can selectively choose from those groups who have successfully been awarded funding and communicate milestones, for example, we can do a yearly round up of all the funding appointed. We can also be selective about the communication channels we use. Some will be more visually appealing than others and this will reflect their usage - it will always be a balance.

Q - Does everyone who receives funding from CIF have to take part in the publicity surrounding funding and does this affect the awarding of funding if they choose not to take part in media publicity.

A – No, it is not a statutory part of the process, it's the individual organisations choice.

Q- We have a duty to make sure that the funding is spent appropriately and that the groups we fund are accountable for funding in line with the terms of the agreement.

A - The chair agreed that they were and thanked the member for raising the point.

The Comms Lead then took the group through some specific ideas for announcing the first successful recipients.

CIF communications are planned as follows:

- W/c Monday 25<sup>th</sup> April – Photography and Videography of the first recipients
- W/c Monday 9<sup>th</sup> May – Nuclear Matters – Trudy Harrison MP Newsletter, press release, Around the Combe – June Edition, social media featuring photos/videos
- W/c Monday 16<sup>th</sup> May – Paid social media
- W/c Monday 6<sup>th</sup> June – Newsletter

It was felt by the membership and the Chair that it was not appropriate to have a news article in Nuclear Matters as it was deemed to be a political publication and could alienate some members of the wider community. It was agreed that the Partnership would not contribute to this newsletter.

The Comms Lead then took members through the potential stories for the first newsletter which will be published on 7 June. Potential stories included:

- Introduction from the Chair
- Events
- What's is a GDF?
- What happened last time and what is different this time?
- Marine Geophysical Survey
- What's happening nationally and Internationally
- CIF

Finally, the Comms Lead gave an update on the Marine Geophysical Survey planned for the summer. The Q&A associated with the project is now live on the South Copeland Community Partnership website. The national press release is scheduled for after the pre-election period. Regional communications will take account of what has happened nationally and will be released from June.

It was requested that press releases are open and transparent and reflective of the whole Partnership's views.

**ACTION:** Comms Lead to feed back to the Partnership on the additional communications planned for the Marine Geophysical Survey.



#### **AGENDA 4: BASELINE SURVEY**

The CEM explained that there had been previous requests from members for a base line survey which would enable the CP to understand the sentiment and current levels of understanding of a GDF from the local community. This would then enable the Partnership to develop a strategy of where they wanted to get to and would be based on real local data rather than data that covered the whole of Copeland.

The CEM took the Partnership through various slides which explained the process and potential programme of works which would be carried out by their supplier Yonder, including:

- Inception workshop(s) to allow discussion of research objectives, proposed approach (including language to use when discussing the subject with local residents) research material (focus group, discussion guide and stimulus, survey questionnaire)
- Focus Groups covering a range of demographic and geographic criteria
- Face to face survey of a random and representative selection of residents in the South Copeland search area
- Analysis and reporting that integrates qualitative and quantitative phases. Use of robust quantitative data alongside rich qualitative insight to give the Community Partnership the critical knowledge it requires.

Q- Are there any other organisation's that conduct this type of work?

A- Yes there are many, however we must use Crown Commercial Service framework contracted suppliers only and we are currently contracted to Yonder. At this stage it is more important to get this work completed in a timely manner and to ensure that all Partnerships are consistent and collecting the information in the same way. In the future we may be able to use a local company.

Q- Can we get a CV from Yonder?

A- Yes, of course.

The Chair asked the Partnership if they would like to move forward with the base line survey. This is an on-going process that will be revisited year-on-year and will help to build the community's knowledge of what this process involves. It was agreed by the members that it was important to get this work undertaken as soon as possible.

The membership decided to arrange a separate online meeting to progress this.

**ACTION:** Arrange an online meeting to discuss the Base Line Survey.

**ACTION:** Share the Slides of the Base Line Survey.

**ACTION:** Circulate some more information and a CV of Yonder.

#### **AGENDA 5: COMMUNITY ENGAGEMENT UPDATE**

The CEC took the Partnership through some slides about the upcoming community engagement programme which is planned to start from Friday 17<sup>th</sup> June. These would be Full Exhibitions with Subject Matter Experts in attendance and would cover:

- Framing the problem
- Where a GDF could be built
- How the Community could become involved
- The role of the CP
- The benefits of hosting a GDF



- including Community Investment Funding
- Questions on easels around the room
- Question Board for unanswered questions

The learning gained from these exhibitions will feed into the Base Line Survey and assist with designing further engagement and communication with communities in the future. We have also looked at pop-ins, talks to local schools, links to local events, covering all the local village halls, associations, and attendance at other local events.

A member of the Partnership reminded the members that engagement is a very difficult process. If people are not interested in the subject, they won't visit the exhibitions or any other engagements that we design. It may be helpful for us to engage a professional company, as we are with the Base Line Survey, to commission an Engagement Strategy that is innovative and uses up-to-date methods. This would be inclusive of the population of South Copeland covering all demographics.

The Partnership agreed that the exhibitions need to take place, but that an Engagement Strategy needs to be commissioned by a professional company to drive more targeted engagement.

**ACTION** : CEM to look into commissioning a company to advise on all aspects of community engagement.

Another member questioned why we were not hosting exhibitions in all of the Parishes. There was a discussion about whether exhibitions or pop-ins would be more suitable and Parish representatives were asked to consult with their communities on what they wanted.

**ACTION:** Parish Members to discuss individual requirements for events in Parishes.

There was also a discussion about the most suitable venues within Millom and Haverigg and the CEC agreed to look at the suitability of some of the other suggested venues.

**ACTION:** CEC to investigate suitability of other venues in Millom.

**Community Engagement Comms Update:** The Comms Lead then took the Partnership through the proposed plan for promoting the June events which included:

- W/c 6<sup>th</sup> June – Events added to the website, press release on website, social media, print and online advertising, Printed newsletter to every LA postcode household, posters and A5 flyers in key locations within the search area.
- W/c 13<sup>th</sup> June - social media, radio advertising, print and online advertising, flyers distributed ahead of the event
- W/c 20<sup>th</sup> June – social media, print, online and radio advertising.

## **AGENDA 6: COMMUNITY STAKEHOLDER FORUM**

The Chair spoke to the membership regarding the formation of a Community Forum. It has been recognised that the members do not wish to expand the membership at the current time, so how do



we bring other people in to be part of this process? We have a document which maps out all of the groups in South Copeland, but how do we include them?

The Chair explained that he had asked the Community Engagement Team to start looking at how we would form a Community Forum but understood that we would probably need a facilitator to help us run any Forum. The CEM then took members through what it says in policy about a Community Stakeholder Forum. This was followed by a discussion about whether the Forum should be part of the overarching Communications and Engagement Strategy that the group had discussed earlier in the meeting, and this was accepted by members.

A member summarised that the group needed three things, an independent expert to help define the overarching Comms and Engagement Strategy, an independent Facilitator to get the Forum up and running and confirmation of the process for accessing technical and engineering support as defined in the policy. A good starting point would be to get a scope of works.

The CEM was asked to look into how we would procure the necessary skills and the group confirmed that whilst it would be preferable, they didn't necessarily want a local company to be used, it needed to be someone with the relevant experience.

**ACTION:** CEM to look further into the procurement process.

**ACTION:** To reshare the stakeholder mapping document

## **AGENDA 6: GETTING TO KNOW EACH OTHER**

Unfortunately, this item needs to be added to the next Agenda; it is an important piece of work which will help us to understand the skill set we have currently in the membership. This will allow the Partnership to assess whether further members are required.

## **AGENDA 7: AOB/NEXT MEETING**

### **Meeting with regulators**

The CEM informed the group that the Office for Nuclear regulation and the Environment Agency would like a meeting with the Partnerships, this will be by Teams of the 22 June 3.00 – 4.30pm; a Team's invite will be sent around for members to join.

**ACTION :** Send Teams meeting invite for Regulator meeting

### **Programme of Activities**

The CEM quickly outlined the need for a Programme of Activities. This is something the CE Team are working on in the background and will bring to a future meeting for input from members.

Q -We need to see the master schedule to see where the Programme of Activities fits into this, we need to see the key milestones in the process, that we can then work towards.

A - Agreed, all this falls into the strategy and we will further look into this.

The Chair thanked everyone for their attendance and the meeting closed.



Next Meeting : 23 May 2022

Time: 6.30pm

Venue: Kirksanton Village Hall

<i>Ref 20042022</i>	Meeting Action Log	
<i>Agenda 2 200422 1</i>	Circulate a biography of the Canadian Community Partnership members and an overview of their process	KA/Secretariat
<i>Agenda 2 200422 2</i>	Resend the mock-up of the member's page to CP members	LC
<i>Agenda 2 200422 3</i>	Members to send feedback and logos to the Comms Lead	All
<i>Agenda 3 200422 1</i>	Comms Lead to feed back to the Partnership on the additional communications planned for the Marine Geophysical Survey.	LC
<i>Agenda 4 20022022 1</i>	Arrange an online meeting to discuss the Base Line Survey.	KA/Secretariat
<i>Agenda 4 20042022 2</i>	Share the slides of the Base Line Survey	KA/Secretariat
<i>Agenda 4 20042022 3</i>	Circulate some more information and a CV of Yonder.	KA/Secretariat
<i>Agenda 5 20042022 1</i>	CEM to look into commissioning a company to advise on all aspects of community engagement.	KA
<i>Agenda 5 20042022 2</i>	Parish Members to discuss individual requirements for events in Parishes.	All
<i>Agenda 5 20042022 3</i>	CEC to investigate suitability of other venues in Millom.	AB
<i>Agenda 6 20042022 1</i>	CEM to look further into the procurement process.	KA
<i>Agenda 6 20042022 2</i>	Reshare the stakeholder mapping document	AB/Secretariat
<i>Agenda 7 20042022 1</i>	Send Teams meeting invite for Regulator meeting	Secretariat

