



**Working in Partnership Copeland**  
**Minutes of the 8th meeting of the South Copeland GDF Community Partnership**  
**Held at The Guide Hall Millom - 17 August 2022**  
**Commencing at 6.30pm**

**PRESENT:**

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

**SUPPORTING ATTENDEES:**

Phil Green	NWS Project Lead
Lucy Clarke	NWS Communications Lead
Anne Broome	NWS Community Engagement Coordinator
Dawn Walker	NWS Secretariat

**APOLOGIES:**

Cllr Dave Billing	Millom Town Council
Cllr Fee Wilson	Cumbria County Council
Cllr Doug Wilson	Cumbria County Council

**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 20.06.22

Ref 20072022	Meeting Action Log	
Agenda 3 20072022 1	<b>The Partnership agreed to extend the offer of a non-voting seat to an appointed member of the shadow local authority.</b> ONGOING- Letter to be sent to Shadow Local Authority and Local Shadow Authority Councillors	Secretariat
Agenda 3 20082022 2	<b>Recirculate the Partnership agreement and TOR for review - ONGOING</b>	Secretariat
Agenda 3 20082022 3	<b>The Chair to raise a joint protocol strategy for public meetings with the Chairs of the other Cumbrian Partnerships. -ONGOING – update in Chairs agenda</b>	Chair
Agenda 3 20082022 4	<b>DM and CC to obtain policy protocol guidance around public meetings and send to the secretariat. - COMPLETED</b>	DM/CC
Agenda 3 20082022 5	<b>Update the Q &amp; A for Geophysical Surveys on the website -COMPLETED</b>	CL
Agenda 3 20082022 6	<b>Share the Geophysical update meeting invite with Partnership members. COMPLETED</b>	Secretariat
Agenda 4 20082022 1	<b>The Chair to raise the Contact centre/local Social Value at the next joint Chairs meeting. COMPLETED update in chairs agenda</b>	Chair
Agenda 4 20082022 2	<b>CL to feedback Partnerships comments to the Contact centre/comms team COMPLETED</b>	CL
Agenda 5 20082022 1	<b>Each Partnership member to consider further engagement strategies for their community-ONGOING rolling action</b>	ALL
Agenda 5 20082022 2	<b>Would you like us to attend your event added to the website/Facebook - ONGOING CL to add a link update to</b>	CL



	website email for attendance to meetings.	
Agenda 6 20082022 1	Draft Selection criteria for applications with a person specification. COMPLETED	CEM/CEC
Agenda 6 20082022 2	Create a recruitment pack COMPLETED	CEM/CEC
Agenda 6 20082022 3	Engage with the youth organisations for recruitment/prepare comms advertising.- ONGOING	CL
Agenda 7 20082022 1	Circulate the information from the banner detailing membership of the Community Partnership. COMPLETED	CEC
Agenda 7 20082022 2	To book a stall at the Millom and Broughton Agricultural Show COMPLETED – Community Partnership Information/ Recruitment Promotion	CEC

### AGENDA 3: CHAIRS UPDATE

**Meetings in Public:** The Chair raised the question of moving the Partnership meetings to a public forum, after discussion the members agreed.

**There was a discussion around protocols of meetings in public which included start date timings, venues, and meeting protocol**

**Action:** Create a meeting Policy Protocol

#### Contact Centre:

The members felt they would like clarification and further information regarding the Contact Centre; after discussion it was agreed to pose the following questions:

1. Is the Contact Centre under contract and how long does this contract last?
2. When is the contract up for review?
3. Is there potential to have a more localised Contact Centre within each Search Area?
4. Confirmation of the Service Level agreement/Key Performance Indicators.

**Action:** A letter from the Chair of the Partnership to the SLT Team regarding these queries.

**Action:** Review the above questions with the Contact Centre



**Letter to Shadow Authority:** It was agreed that a letter be drafted to Mark Fryer (Leader of the Shadow Authority) inviting the local Shadow Authority representatives to attend the Partnership Meetings in a community role.

**Action:** Letter from the Chair of the Partnership to Mark Fryer (Leader of the Shadow Authority).

The Chair advised the Partnership that the procurement framework for the independent engagement advice had now been received and distributed to the members of the subgroup. If the group could review and send back comments this work can move to procurement.

**Action** Comments to be sent to Anne in Kelly's absence

A discussion took place around the joint Chairs meetings; it was reiterated that the Chairs are unable to make decisions in those meetings without the agreement of their specific Partnerships. After discussion, it was decided that the Chair should continue with the meetings but be mindful that any decisions have to come back to the Partnership for approval.

**Action:** Invitation to the GDF developers' Senior Leadership Team to be extended to future meetings as and when required.

#### **AGENDA 4: COMMUNICATIONS UPDATE**

##### **Community Investment funding:**

The CL addressed the Partnership members on the subject of publicity regarding the CIF recipients. It was proposed that there would be a six-month round-up of those organisations who had received CIF. All recipients who consent to featuring in communications activity will be included in a press release, website feature and generic social media post and newsletter mentions. They would also take part in photography. It would be optional to feature in videos and specific case studies shared on social media. After discussion it was decided by the members that as long as the organisations were happy to participate in this type of publicity it was acceptable from the Partnership.

##### **Contact Centre Enquiries:**

The Partnership had previously requested further information on Contact Centre Enquiries. The CL informed the Partnership that most of the enquires (124 out of 181 enquires) were regarding CIF. The rest were on various other environmental, engineering and freedom of information requests. An overview of the examples of questions was presented to the members.

It was noted from a member of the Partnership that their independence was called into question through a recent joint press release with Mid Copeland Community Partnership before the Marine Geophysical Survey commenced. In future, the GDF developer needs to address its own operational press releases and the Partnership can provide its own comments if required.

#### **AGENDA 5: PROGRAMME OF ACTIVITIES**

**Action:** Deferred to a Teams meeting – dates to be agreed.



## AGENDA 6: MEMBER RECRUITMENT

The CEC advised the Partnership that the work on the Recruitment Pack had been completed and will be available at the Millom and Broughton Agricultural Show as well as online and by request. Applicants can apply online or by post or email. Discussion took place around the Selection Panel with DS being voted on as an additional member due to having the relevant HR experience.

The terms of office for the new members were discussed and it was decided that the term be two years. The new members would also have full voting rights.

The launch for members recruitment is from 26<sup>th</sup> August, with applications closing at 5pm on Friday 23<sup>rd</sup> September. Onboarding of new members will take place from 24<sup>th</sup> October, with the interview process being approached as an informal discussion.

The CL advised the Partnership members that a press release would be published in the media on the 26<sup>th</sup> August informing the community that the Partnership were looking for additional members. Further advertising would be published on social media, Northwest Evening Mail and Whitehaven News, and an e-bulletin sent to subscribers.

**Action:** Share the stakeholder list with members

## AGENDA 7: AOB/NEXT MEETING

The Chair asked the members if there was any other business, and if there were any issues they wanted to raise at the next joint Chairs meeting. The Members agreed that the Chair represent the Partnership and then feedback to the members at the next meeting.

The Chair thanked the members for their contribution to the meeting.

Next Meeting Venue – Millom Cricket Club

Date – 14<sup>th</sup> September @ 6.30pm

## ACTION LOG

Ref 17082022	Meeting Action Log	
Agenda 3 17082022 1	Create a meeting Policy Protocol for public meetings	CEC/CBC Officer
Agenda 3 17082022 2	A letter from the Chair of the Partnership to the SLT Team to address issues discussed.	Chair
Agenda 3 17082022 3	Letter of invite from the Chair of the Partnership to the Shadow Local Authority.	Chair
Agenda 3 17082022 4	Review the questions raised with the Contact Centre and feedback to the members	CEO



Agenda 3 17082022 5	Senior representation from the developers SLT team at future membership meetings as and when required.	CEM
Agenda 5 17082022 1	Programme of Activities Teams Meeting date – share with members	Secretariat
Agenda 6 17082022 1	Share the stakeholder list with members	Secretariat