

Working in Partnership Copeland

Minutes of the Copeland Working Group meeting

Held at MS Teams
On 11 December 2020
Commencing at 10:00 AM

PRESENT:

Mark Cullinan	Independent Chair
Nick Gardham	Community Organisers, Independent Facilitator
Andy Ross	Genr8 North Ltd
David Faulkner	Private Resident
Cllr David Moore	Copeland Borough Council, Nuclear Portfolio holder
Steve Smith	Copeland Borough Council, Nuclear Projects Manager
Gillian Johnston	RWM, Community Engagement Manager
Claire Dobson	RWM, Copeland Community Coordinator
Barnaby Hudson	RWM, Siting Manager
Craig Taylor	RWM, Communications Manager
Cllr Andrew Pratt	Cumbria Association of Local Councils (CALC), Copeland Chair
Chris Shaw	CALC, Copeland District Liaison Officer

IN ATTENDANCE:

Annabelle Lillycrop	RWM, Community Engagement Manager
Steve Reece	RWM, Head of Site Evaluation
Mike Brophy	RWM, Head of Community Engagement
Bruce Cairns	RWM, Chief Policy Advisor
Steve Wilkinson	RWM, Project Manger
Duncan Grimes	Traverse, Independent Evaluator
Justin Chamberlain	RWM, Head of Campaigns
Hilary Bowen	RWM, Events Manager
Mark Gough	RWM, Principal Environmental Assessment Manager

APOLOGIES:

Apologies were received from:

Gary Bullivant	Irton Hall Ltd
Mark Walker	Genr8 North Ltd.
Rob Ward	Copeland Borough Council, Nuclear Sector Development Manager



1. INTRODUCTIONS

- 1.1. The Chair welcomed everyone to the 2nd Copeland Working Group meeting. He introduced two new members to the meeting from Cumbria Association of Local Councils (CALC).

2. CONFLICT OF INTEREST

- 2.1. No conflict of interest was raised by any of the members.

3. MINUTES, ACTIONS AND MATTERS ARISING

- 3.1. The minutes of the previous meeting held on 19 November 2020 were agreed by the Working Group members as being accurate.

- 3.2. No matters arising.

- 3.3. The Chair gave an update on the actions from the previous meeting and they were as follows:

- 3.3.1. **ACTION 01: An invitation be extended to CALC to join the Working Group.** An Invitation was sent to the Chair of Copeland district, Cumbria Association of Local Councils (CALC) and the Copeland District Liaison Officer to join the next Working Group Meeting. Both have accepted and have joined the meeting today. Action Closed.
- 3.3.2. **ACTION 02: Communications Lead to produce a weekly update report template.** A weekly communications update report was produced and circulated to the members Friday 4th December 2020. Action Closed.
- 3.3.3. **ACTION 03: RWM to provide suggestions at the next meeting to resolve the Terms of Reference and associated documents.** Latest Version of the Terms of Reference was shared on Wednesday 9th December 2020, to be discussed at the meeting today.
- 3.3.4. **ACTION 04: Presentation delivered by Head of Site Characterisation, RWM to be circulated to all members by Wednesday 2nd December.** Action completed and closed.
- 3.3.5. **ACTION 05: Communications Lead to contact the Interested Parties to prepare a brief biography statement.** Action completed and closed.
- 3.3.6. **ACTION 06: Communications Lead to draft the latest newsletter and share it with the members.** Action completed and closed. An update on this will be given during the meeting.



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- 3.3.7. **ACTION 07: Communications Lead to share the slides presented in the last meeting with the members.** Action completed and closed.
- 3.3.8. **ACTION 08 & 09: RWM to present the chair with a proposal for a planning workshop. Facilitator to begin work on a Community Engagement Plan.** Date for the workshop is planned for 15th December 2020. An update will be given at the next meeting.
- 3.3.9. **ACTION 10: Carried forward from Working Group meeting 09.11.20 – Copeland Borough Council (CBC) to arrange and include RWM in an update briefing meeting with Lake District National Park (LDNP).** Dates for potential meeting were shared with RWM. Meeting to be arranged early in the new year.

4. AGENDA ITEM 3: TERMS OF REFERENCE & DECLARATION / REGISTER OF INTERESTS

4.1. Following on from the previous meeting regarding the terms of reference, comments were fed back, and a revised draft version of the document was circulated to the members of the Working Group prior to this meeting. The Independent Facilitator took the Working Group members through the remaining outstanding issues for discussion and agreement.

4.1.1. **Agreement by the member by consensus** – The Independent Facilitator highlighted the need to clarify if the term ‘agreement by members’ relates to consensus. No decision was agreed at this time. It was decided that a further meeting would be needed to discuss and understand the process around consensus decision making.

4.1.2. **Voting Rights** - Voting Rights were discussed. The Facilitator noted that the role of Facilitator should not have the voting right of the Chair if deputising for the Chair. It was agreed that in the absence of the Chair, an agreement must be achieved by consensus or the decision is delayed until the next meeting.

It was agreed that the members would review the amended terms of reference document and feedback any comments to the Independent facilitator by the 8th January 2021.

ACTION 1 – Working Group to review the Terms of Reference document and forward any feedback comments to the Independent Facilitator by 8th January 2010.

5. AGENDA ITEM 4 - OPPORTUNITY FOR UPDATE

5.1. RWM representatives attended the South Copeland Partnership (SCP) meeting on Thursday 10th December 2020. RWM invited the chair of the Working Group who



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also attended. An email was received from the Chair of the SCP following the meeting which stated their intention to formulate a suitable South Copeland wide proposal, requesting invitation to become a member of the Working Group. This supersedes the previous request made by the Millom Without Parish Council.

An offer was made by the CALC representative to contact the SCP outside this meeting to discuss their request and feedback to the Working Group.

It was noted that the CALC hold a Copeland Executive meet on a regular basis of which DF a member. He suggested he arrange a meeting with them to discuss the potential opportunity of inviting a member of SCP onto the CALC Copeland Executive group.

It was agreed that at this stage the membership of the Working group will remain as previously decided, which includes the addition of CALC.

ACTION 2 – CALC to contact SCP to discuss the request to join the Working Group.

ACTION 3 – CALC to discuss the potential of a SCP representative joining the CALC Copeland Executive group

- 5.2. The Chair has been invited to the 3-tier Council meeting in January and asked the members if they had any objections with him attending this meeting. No objections from the members.
- 5.3. RWM informed the Working Group that they have been invited to attend a meeting on the 16th December 2020 with the Copeland Community Skills Centre at Haverigg Prison. The invitation to join the meeting will be extended to Working Group members.
- 5.4. It was suggested that the Working Group may want to make contact with the Whitehaven Harbour Commissioners regarding the inshore area. It was agreed that it was too early to engage with the Harbour Commissioners at this time but was agreed to revisit this suggestion in the future.
- 5.5. The Community Engagement Manager noted that as she has only been in the post for a few weeks, she would like to take the opportunity to meet with all the Working Group members on a 1-2-1 basis. Meetings to be arranged in the new year.
- 5.6. In a different capacity, a member of the Working Group attended the NuLeAF meeting where an update was given. A question was raised by one of the attendees as whether the Working Group would be engaging with Barrow District Council. In response, it was explained that, in the course of its work, the Working Group will be engaging with neighbouring councils, but that it could respond to individual approaches as they occur.

6. AGENDA ITEM 5 - INTRODUCTION TO PLANNING WORKSHOP & COMMUNITY ENGAGEMENT PLAN

6.1. A presentation was given on the structure for the proposed Copeland Work Plan which will be implemented via a series of workshops; the first being held on the 15th December 2020.

7. AGENDA ITEM 6 - COMMUNICATIONS UPDATE & PUBLIC INFORMATION COMMUNICATION PROPOSAL

7.1. The Communications lead provided the Working Group with an update on communications and media.

7.1.1. Social Media – RWM are currently posting 3 times a week. As discussed above, RWM will liaise with members of the group to ensure that responses represent the Working Group, not just RWM, and are turned around efficiently.

7.1.2. Newsletter – Currently 174 subscribers. This number is steadily growing. Initial distribution has gone out to 250 people, which includes both subscribers and stakeholders engaged during the launch. Next issue to go out on the 17th December 2020 and will include biographies on the Community Engagement team, the Independent Facilitator and Interested Parties. A summary report of the Working Group meetings and a link to the minutes to be included in the monthly newsletter.

7.1.3. Newsletter future content – The Communications Lead suggested future issues could include a biography on the Siting Manager and other members of the Working Group, virtual exhibition and search area processes.

7.1.4. The Communications Lead noted that they will start to engage with local community newsletters with the option to share information.

7.1.5. The Chair confirmed that a summary report of the current meeting be issued with the newsletter which allows the Working Group to confirm the minutes at the next meeting before being published for historical record.

7.1.6. With the help of the Communications Lead, Interested Parties agreed to provide a brief introduction and a photograph of themselves to be included in future newsletters.

7.2. Next Steps – Briefing for Whitehaven News to focus on geology and the virtual exhibition (see below). A Facebook page to go live in mid-January. Further development of the communications plan will support the work plan. As there have been several new members joining the Working Group, it was suggested a review of the Communication & Engagement plan be arranged.

7.3. A presentation was given to the working group on the public information communications. A copy of the presentation to be sent to all members of the Working Group.

ACTION 4 – Communication Lead to arrange photographs of all the Interested Parties.

ACTION 5 – Communications Lead to draft the newsletter and share with members.

ACTION 6 – Communications Lead to share the slides presented in today's meeting with members.

ACTION 7 – Slide on the public information communication presentation to be shared with members.

8. AGENDA ITEM 7 – INTRODUCTION TO THE VIRTUAL EXHIBITION

8.1. RWM gave a brief presentation of the virtual exhibition to the members of the Working Group. This exhibition will be publicly available in 2021 and will support the engagement with the local community.

8.2. A link to the virtual exhibition will be shared with the members of the Working group after this meeting. RWM has requested the members review the exhibition and provide feedback and comments by the 21st December 2020.

ACTION 8 – RWM to provide members of the Working Group with access to the virtual exhibition for review.

9. AGENDA ITEM 8 – RWM PRESENTATION ON ENVIRONMENTAL ISSUES

3.1. A presentation was given by RWM on the on the environmental characteristics of Copeland.

ACTION 9 – RWM to share the presentation slides with the members of the Working Group.

10. ANY OTHER BUSINESS

10.1. Copeland Borough Council suggested Cumbria Data Cooperative be invited to a future Working Group meeting to give a presentation on their involvement with communities.

10.2. It was suggested that an agenda item for the next meeting should be an update and reflection of the outcome of the Work Plan workshop.

10.3. RWM asked the members if there was any specific training presentation topic they wanted at the next meeting.

ACTION 10 – Members to let RWM know of any particular knowledge/ training needs



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11. DATE FOR THE NEXT MEETING

The next scheduled meeting on the Thursday 14th January 10am to 1pm. To take place online.

12. APPROVAL OF THE MINUTES

I certify that these minutes are a true and accurate record of the Copeland Working Group Meeting held on 11th December 2020. Signed

Signed: Mark Cullinan
Copeland Independent Chair