

Document No:	249
Status:	Adopted
Author:	Cath Little
Title:	Notes of MRWS Steering Group meeting held on 11 <sup>th</sup> January 2012. Bainbridge Room, Copeland Centre, Whitehaven
Notes:	Published on 16 Feb 2012

**Present:**

Cllr Tim Knowles(CCC), Stewart Kemp (CCC), Cllr Elaine Woodburn (CBC), Paul Walker (CBC), Steve Smith (CBC), Richard Griffin (ABC), Charles Holmes (ABC), Cllr Keith Hitchen (CALC), Chris Shaw (CALC), Guy Richardson (CALC), Paul Gardner (Osprey Communications), Rhuari Bennett (3KQ), Richard Harris (3KQ), Cath Little (CBC), John Dalton (DECC), Neil Hornby (DECC)

**1. Apologies**

Cllr Alan Smith (ABC), Paul Feehily (CCC),

**2. Actions & Minutes – Doc 246**

	24 <sup>th</sup> November 2011 - All actions completed Notes adopted
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**3. Updates**

**3.1 Chair has revolved** again, this time to CCC. Tim is therefore the Chair of the Partnership until the end of June 2012.

**3.2 Consultation Packs delivered.** 1400 consultation packs have been sent out, including to:

- All West Cumbrian parish councils.
- Copeland and Allerdale Area Teams for distribution at neighbourhood forums.
- Key stakeholder organisations.
- Secondary schools in Cumbria (together with youth engagement materials).
- Partnership member organisations

This includes 76 requests for consultation packs to date as a result of publicity, and emails/an e-bulletin to more than 1000 people on the Partnership's distribution list.

**3.3 Overview documents** have been distributed to more than 600 sites throughout Cumbria including libraries, leisure centres, doctors' and dentists' surgeries, community centres and schools.

**3.4 Community event** posters have been sent out with all packs and relevant location specific posters for community events were included in Parish mailings. Teams are in place and briefings are being rolled out.

**3.5 Intermediary discussion sessions** aiming to involve 300-500 people in detailed focus groups (Connexions, CVS, AWAZ etc.)

**3.6 Response to consultation** so far:

- 14 people have responded (or registered to respond) to the consultation.
- 5 schools have made proactive contact about taking part in the consultation
- The DVD has been shown at (at least) 3 neighbourhood forum meetings and a number of other meetings/groups
- Letters and the overview document have been (or are about to be) sent to everybody on the West Cumbria neighbourhood forum distribution lists.

**3.7 Advertising.** Banners are now live on billboards and buses across West Cumbria and at Millom train station (as coverage of billboards and buses is not ideal).

**3.8 Opinion survey.** The appointment panel agreed easily on the basis of the bids that IpsosMori was the strongest bidder, so they are currently being formally appointed. An inception meeting is due in the next week. They raised the problem of the telephone fieldwork period of 6 weeks being too short, so the PSE subgp's recommendation is to start the fieldwork 2 weeks earlier (acknowledging the risk of starting it before the consultation period closes), and also going for an end May Partnership meeting date if possible. This gains 3 weeks, which significantly improves the reliability of the survey results, without noticeably impacting on the overall programme.

**3.9 21 February Partnership meeting.** This Partnership meeting is the last meeting which can consider content not emerging from PSE3. Therefore, Steve is working on an update to the 'Planning' task, and also one on the 'Economic Development' task. Aiming for a brief update if there's anything relevant to the Partnership. This will close the planned activities.

**Action:** Steering Group members are asked to check the Work Programme and reassure themselves that they are satisfied all other tasks are complete: let Rhuari know if questions arise.

- 3.10 Dates.** The 22 May is being booked for the penultimate Partnership meeting, with the final one during the last week of June.
- 3.11 Communications contract extension.** Arrangements are underway to extend Osprey's contract as their financial ceiling is due to be met shortly. This should run until the end of the Partnership.
- 3.12 Programme Management and Facilitation procurement.** 3KQ's contract has also reached its financial ceiling, but due to the different contract nature, procurement rules mean that it needs to be re-tendered. This process is underway via CBC as Accountable Body.
- 3.13 Government's Geological Disposal Steering Group** now publishes their minutes. See <http://www.decc.gov.uk/assets/decc/11/meeting-energy-demand/nuclear/3719-gdsg-meeting-171111.pdf>. They mention that DECC's strategic business case for community benefits is due to be submitted to Treasury shortly, and also they reviewed DECC's risk register.
- 3.14 Briefing Session** has been planned with Friends of the Lake District on 24<sup>th</sup> January which Rhuari and Paul will lead.
- 3.15 Advertorials & Newsletter.** Paul updated on progress regarding the invitation to the NGO's and GMB to provide 200 word articles to include in the next round of advertorials and newsletter outlining their views on the issues involved in the consultation.  
It was agreed that only if articles were received from both sides would they be included.
- 3.16 Web Based Event –** Paul explained that the aim of the event is to give people who are unable to get to a community event the chance to ask questions and hear the issues being discussed. It will be available to watch on the Partnership's website and people will also be able to submit questions online.  
The current plan is to do this in a similar format to a TV discussion programme. The DVD will be shown (possibly in sections) and there will be a panel who will answer questions that people ask online. It will be facilitated by Richard Harris. The suggested line up for the panel would include Tim Knowles as the current chair, one other Partnership member from outside the organisations represented on the Steering Group, someone from the NDA, Jeremy Dearlove and an NGO representative to provide a critical view. All concerned will receive invites to take part. The proposed time and date is 6pm on 6<sup>th</sup> March.  
Workcast has been appointed following the tendering process to produce the event. Richard Harris and Paul Gardner will be meeting them tomorrow to plan the event in more detail.

### **3.17 NDA Issues Register/Safety**

Richard Harris explained that since the NDA Issues Register was first discussed over a year ago he has had a couple of conversations with the NDA at which they shared their thoughts on any issues arising from it.

Richard asked if SG Members were content for 3KQ to continue to deal with the NDA Issues Register in this way and only flag up by exception.

This proposal was agreed

**3.18 Closure & Bridging.** Richard Harris along with the members of TRG will put together a paper for presentation at the 7th Feb Steering Group detailing possible ways forward following the Partnership's final report.

A discussion took place around scenario planning. It was generally felt to be a good idea as long as there is openness and it is not seen as a pre prepared plan.

**Action: Richard Harris to pull together a paper for presentation at the 7th Feb Steering Group detailing possible ways forward following the Partnership's final report.**

## **4. NGO Involvement**

Rhuari updated on the present position around engagement with the NGO's

Along with previous invitations to engage with the Partnership the NGO's were offered an extended slot to present their views on the Consultation Document at a forth coming Partnership meeting but they declined the invitation.

They were asked to produce a 200 word article detailing the 'against' arguments in advertorials and newsletter. This was taken up.

All past and present opportunities to engage have been declined by the NGO's, except the presentation given by Jean and Ruth on 23 February 2010.

Rhuari advised that he, Paul & Richard intend to ask for a meeting with Michael Baron and other organisers of Don't Dump Cumbria to try and get a better understanding of their thinking and organisation.

The forthcoming Professor Smythe event organised by Don't Dump Cumbria on 2<sup>nd</sup> February at the Eco Centre, Cockermouth School was discussed. Some Partnership Members plus Rhuari Bennett, Paul Gardner and Dr Jeremy Dearlove will be attending.

Professor Smythe will also be speaking to pupils at Cockermouth School in the morning. Jenny Willis is aware of this and will follow up.

## **5. Risk Register**

**5.1** Rhuari presented and talked through the updated Risk register for the Partnership. Three specific risks were highlighted for attention. Following discussions around these the following actions arose:

### **Actions:**

- 3KQ to contact all Partnership organisations in order to put together a table of briefings and ask if further support is needed.
- SG Member time included in the Partnership's lessons learnt brief.
- RB to contact Galson Sciences advising that the Virtual Repository access license will not be renewed.

## **6. Engagement Package 2012-13**

**6.1** Rhuari gave an update on the current year 2011/12 finance position. Q3 figures are near completion therefore an accurate finalised forecast of spend can be pulled together for final submission to DECC prior to the finance review meeting on 31<sup>st</sup> January 2012.

**6.2** Rhuari talked through the details of the suggested Engagement Package for the MRWS process for 2012-13.

**6.3** As Chair Tim Knowles emphasised that the Partnership would not get into a negotiation over funding, an appropriate forecast of spend will be put forward to DECC.

**6.4** The submission to DECC will be split up into each financial quarter and a narrative supplied for each. A covering letter will be sent to the Minister to outline the position and will include an offer to meet to discuss the overall financial situation and the ongoing concerns around funding. No individual authority will be prepared to pick up any underfund within its own resources therefore delays in the process may occur.

**6.5** Further discussion took place around the costing of possible scenarios. It was agreed that this should be explored by officers. Elaine pointed out that re the Community Benefits Principles – an early benefits package needs to be built into one of the scenarios.

**Action: RB to circulate for approval by SG a covering letter from Tim Knowles to Charles Hendry on behalf of the SG a narrative explaining the costs in the Engagement Package and the costs plus amendments discussed.**

## Actions

	<b>ACTION</b>	<b>WHO</b>
<b><i>Agenda Item 3 – Updates</i></b>		
<b>3.9</b>	Steering Group members are asked to check the Work Programme and reassure themselves that they are satisfied all other tasks are complete: Contact Rhuari know if questions arise.	<b>ALL</b>
<b>3.18</b>	Richard Harris and officers to pull together a paper for presentation at the 7th Feb Steering Group detailing possible ways forward following the Partnership's final report.	<b>RH</b>
<b><i>Agenda Item 4 – NGO Involvement</i></b>		
	No actions	
<b><i>Agenda Item 5 – Risk Register</i></b>		
<b>5.1</b>	3KQ to contact all Partnership organisations in order to put together a table of briefings and ask if further support is needed.  SG Member time included in the Partnership's lessons learnt brief.  RB to contact Galson Sciences advising that the Virtual Repository access license will not be renewed.	<b>3KQ</b>  <b>3KQ</b>
<b><i>Agenda Item 6 – Engagement Package 2012-13</i></b>		
<b>6.4</b>	RB to circulate for approval by SG a covering letter from Tim Knowles to Charles Hendry on behalf of the SG a narrative explaining the costs in the Engagement Package and the costs plus amendments discussed.	<b>RB</b>