

## **Meeting Notes: PSE Sub-Group 30<sup>th</sup> May 2012**

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### **Future PSE Sub-Group meeting dates**

**Friday 15<sup>th</sup> June** - Conference call, 1.30pm to 3.30pm. This meeting will be used to consider the next draft of the PSE3 Report before it goes to the 25<sup>th</sup> June Partnership meeting. The draft report will be circulated to the PSE Sub-Group on Friday 8<sup>th</sup> June and electronic comments should be submitted to Helen by the end of 14<sup>th</sup> June prior to the conference call.

**Thursday 28<sup>th</sup> June** – Conference call, 9.30am to 11.30am.

### **1 – Opinion Survey**

It was confirmed that disaggregated analysis of responses from people in areas screened out/not screened out by the BGS study will not be carried out, however an analysis of responses from people in rural/urban areas, and those who are located within/outside of the National Park, will be included as appendices to the full Ipsos MORI report.

It was agreed that the expert reviewers should not be asked to do any further work at this stage.

### **2 – Draft PSE3 Report**

The draft PSE3 Report was considered by the PSE Sub-Group. This version of the report incorporates the Initial Summary of Views that was signed off at the Partnership meeting on 22<sup>nd</sup> May, the Partnership's responses that have been agreed to date, and additional background/contextual information. The final parts of the report (including the sections on the opinion survey and the way forward) are still being drafted and will be completed before the next version is circulated in advance of the PSE Sub-Group conference call on 15<sup>th</sup> June.

The draft report was discussed with a specific focus on: the overall structure/layout; specific drafting amendments and agreements on wording for the Partnership's responses to the issues arising from the consultation; and the wording for text to address issues that have been raised regarding the analysis of responses to Question 8.

Specific drafting changes and agreed wording will be incorporated into the next draft of the PSE3 Report.

The other key issues that were discussed are summarised below:

## **2.1 – Title of report**

It was agreed that the title of the report should be 'PSE3 Report' with a sub-heading that includes the Partnership's Consultation and the Opinion Survey.

## **2.2 – Appendix of User IDs/organisation names for quotes**

It was agreed that the User IDs/organisation names for quotes that are included in the PSE3 Report should be added as an appendix to the next version of the report, and the PSE Sub-Group will make a decision at its next meeting about whether this information should be included or should just be made available on request.

## **2.3 – Summary of opinion survey results**

It was agreed that the information about the opinion survey in the PSE3 Report should be high level and factual, with the inclusion of a link to the full Ipsos MORI report and a reminder of what is meant by net support. Any interpretation of or response to the survey findings will be included in the Final Report.

## **2.4 – Broad support**

A discussion was held about whether any comments should be included in the PSE3 Report about whether the consultation has shown that there is broad support or not for the Partnership's initial opinions.

There was a reminder of the earlier decision *not* to include a comment on the indicator of net support in relation to the opinion survey findings, and it was suggested that it would be inconsistent to include any comments about whether or not there is broad support.

It was therefore provisionally agreed that comments about broad support should not be included in the PSE3 Report, but that it should be made clear that this will be included in the Final Report. The Indicators of Credibility will be referenced in Section 15 of the PSE3 Report (Next Steps), with an explanation of how the indicators will be used by the Partnership and how the responses to the consultation will be used to make a judgement against the broad support indicator. CALC would like to see the wording in Section 15 before they make a final decision on whether this is acceptable to them or not.

## **2.5 – Inclusion of meeting with the Nirex Inquiry Lead Inspector and Technical Assessor**

It was confirmed that the information from the meeting between the Steering Group and Chris McDonald and Colin Knipe from the Nirex Inquiry is not included in the consultation analysis as this was a meeting that took place outside of the consultation. The notes from this meeting have been published on the Partnership's website (Document 267) and will be considered by the Partnership as part of its overall work in preparing the Final Report to the Councils.

## **2.6 – Concerns re length of report and time available for consideration by the Partnership**

CALC reiterated their previously expressed concerns about the length of this and other documents, and the time that is available to Partnership members to consider them properly. The issue of people potentially wishing to make changes to documents after they have been signed off was also discussed. It was suggested that minor amendments and drafting fixes

should be OK, however substantive changes e.g. changes to agreed actions/responses, are likely to be more of an issue. There was a reminder that, although the Summary of Views has been signed off, many of the Partnership's responses have not been finalised and there is, therefore, still room for changes to be made.

## **2.7 – Clarification regarding the levels of Partnership responses**

It was noted that the responses in the PSE3 Report are not the only or final responses. Some actions are still happening and the Final Report will include the outcomes on these. It was agreed that it would be useful to clarify this in the PSE3 Report, together with an explanation of the relationship between the two reports and how the responses will develop.

## **3 – Communications plan**

The current plans for communications activity for the release of the PSE3 Report and the Final Report were outlined and agreed as below:

- The PSE3 Report will be announced via the e-bulletin.
- The Final Report will be announced/publicised via the following methods:
  - E-bulletin.
  - Press release/interviews.
  - Newsletter to all West Cumbria households, as well as distribution via libraries, leisure centres etc. as usual.
  - Advertorials.
  - Your Cumbria (if the timing fits).

It was also agreed that a letter should be sent to consultation respondents (for those whose contact details are available), thanking them for taking part in the consultation, updating them on what has happened with the consultation submissions, and advising that copies of the above reports are/will be available via the website and that paper copies can be sent on request. Intermediaries will be asked to contact the groups that they worked with on the Partnership's behalf.

With regard to communications after July, the Steering Group meeting on 13<sup>th</sup> June is due to consider a paper outlining the plans and options for closure of the Partnership once the Final Report has been handed over to the Councils. The issues that are due to be considered include how ongoing communications between this point and a decision about participation being taken, and any work that needs to take place during that time, will be managed.

### **Actions:**

- **Paul** – Consider organising preparation session for interviewees around the release of the Final Report.
- **Jane** – Coordinate sending of thank you letter to consultees and intermediary groups.

## **4 – Final Report – how to handle PSE as a topic**

The plans for how PSE will be covered as a topic within the Final Report, including within individual chapters, were confirmed. It was noted that a distinction will be made between the formal consultation (PSE3) and previous PSE rounds (PSE1&2).

### **5 – Graphic design/print**

The graphic design specification should be ready to go out for quotes within the next fortnight.

#### **Action:**

- **Ian/Cath** - Circulate document for comment before it is released.

### **6 – Evaluation**

Wood Holmes will be asked to provide a summary of the plans and timescales for evaluation of the Partnership's work. They will also be asked to comment on their evaluation of PSE3 at the 25<sup>th</sup> June Partnership meeting.

### **7 – Other actions**

**All** – Book time in diaries during the week of 11<sup>th</sup> June to read and comment on the next draft of the PSE3 Report. Comments to be submitted to Helen by the end of 14<sup>th</sup> June.