



MINUTES FROM COMMUNITY PARTNERSHIP MEETING

HELD ON 8th FEBRUARY 2022, 0830am – Teams

Attendees:

Mary Bradley (MB) - Chair
Charlotte Gleeson (CG) – Project Manager
Gordon Grant (GG) – Community Engagement Manager
Deborah Naylor (DN) - Inspira
Chris Gibson (CG) - Inspira
Richard Miller (RM) – Chamber of Commerce
Chris Shaw (CS) - Calc
Marion Fitzgerald (MF) – Allerdale Borough Council
Robin Kimber (Traverse)
Alison Beard (AB) – Community Engagement Co-ordinator
Laura Kay (LK) – Communications Manager

Minutes: Linda Scott (LS) - Secretariat

Apologies: Suzanne Caldwell – Chamber of Commerce

Item	Description	Action Lead	By when
1.	WELCOME/APOLOGIES – Apologies received from Suzanne Caldwell The Chair welcomed all to the meeting	To note	
2.	PREVIOUS MINUTES/ACTIONS <i>Agree minutes from the previous meeting held on 26th January and review outstanding actions</i> <ul style="list-style-type: none">Minutes of the previous meeting were approved by the membersOutstanding Declaration of Interest forms to be returned to the Secretariat as soon as possibleAll other actions completed	To note LS/all	 15/2
3.	INTRODUCTION – INDEPENDENT EVALUATION <ul style="list-style-type: none">Community Engagement Manager introduced Robin Kimber, Traverse Independent Evaluator, who explained the evaluation process to membersSome public engagement evaluation questions could not be completed before the end of the Working Group therefore Traverse would be continuing with their role for the next few months in order to complete the processEvaluation will continue on how the Community Partnership would be reflective of the Community	To note	



4.	<ul style="list-style-type: none"> • Previous Working Group members thought the reports from Traverse had been interesting and informative • A question was raised on how the Traverse reports on Copeland Working Group could be accessed as none of the Copeland WG had seen them – CS to take this up with the Copeland CEM • Traverse has offered to produce a summary report on the Allerdale Working Group. The report will be written towards the close of our evaluation after all other activities are complete. There's no specific timeline on this, but likely not before the Summer. <p>GOALS FOR RECRUITMENT</p> <ul style="list-style-type: none"> • Paper was shared on screen and previously distributed to all members • Purpose of the paper is to update members regarding the approach to recruiting new members • Statement received on community reflectiveness from Sam King – <ul style="list-style-type: none"> ○ A Community Partnership should ensure that issues of diversity and inclusivity are addressed through: ○ Aiming to have a Membership reflecting as many different aspects of the community as possible i.e. that reflect <ul style="list-style-type: none"> ▪ local special interests/diversity of issues identified through engagement ▪ the diversity of the area in terms of its population, communities, local characteristics ○ Being respectful of a wide range of opinions ○ Hearing the voices of the wider population in search area, including use of a stakeholder forum and media ○ Open and transparent process • Members agreed that the recruitment paper was a fair representation of work completed so far • RM offered his support with recruitment as he has a recruitment background • Concern was raised as to which 'networks' the group would be trying to recruit from and what would happen if individual applications were rejected. Chair agreed with concerns raised and felt there should perhaps be a range of different offers available to applicants • Draft recruitment application pack was shared on screen and will be distributed after the meeting by the Secretariat for any comments • It was felt that there was a need to be more specific regarding the attributes the Group were looking for in new members • Sign off of Recruitment Pack to be included on next agenda (23/2) • Link to recruitment document will be included with the minutes • Key decision needed on timeframes 	<p>CS</p> <p>RK</p> <p>To note</p> <p>To note</p> <p>LS</p> <p>LS</p>	<p>16/2</p>
----	---	---	-------------



5.	<p>MAILDROP AND COMMS UPDATE</p> <ul style="list-style-type: none"> • Door drop leaflet was shared with members • w/c 14th March is the scheduled date for the door drop leaflet within the search area. Should we include a statement re recruitment in the door drop leaflet? If this happens we will need to move the closing date for applications. Onboarding would then move from w/c 4th April to w/c 18th April • Plan is to wait until all applications are received before arranging interviews • Decision was taken by members to include a statement on recruitment in the maildrop and therefore move the closing date for applications – statement to include the line that ‘applicants are to be reflective of the search area’ • A breakdown of ‘higher activity waste’ was requested for future newsletter • Amend ‘test of public support’ paragraph regarding ‘withdrawal’. Make clear that funding applications are open and how groups can apply for funding • Proposed Newsletter content was shared with members. The newsletter will be a reflection of what will be in the door drop leaflet and distribution of the newsletter is intended for 18th February • A paragraph on the ‘purpose’ of the newsletter should be included within it • Draft newsletter to be distributed to members for comment via email by close of play on Monday 14th February • Relevant ‘press’ articles to be distributed to members as and when available • Frequency of Comms updates/figures to be agreed going forward 	<p>To note</p> <p>To note LK/MB</p> <p>LK</p> <p>LK</p> <p>LK</p> <p>LK</p> <p>To note</p>	
6	<p>AOB</p> <ul style="list-style-type: none"> • Jason Flynn, Grants Manager, will be taking over from Nichola Nelson-Jones on Community Investment Funding • A joint CP meeting is proposed with mid and south Copeland Community Partnerships to discuss the Community Partnership accountability framework and to discuss the Annual report which will be released mid-February. The proposed date is 22nd February, 4:30-6pm. Briefings will be given by Sam King, Simon Hughes and Bruce Cairns. Members thought the joint meeting was a good idea. • A Gilcrux parishioner has organised a signature petition asking for the Gilcrux community to be excluded from the search area. Chair has had a long conversation with the person concerned and has recognised their issues and agreed to talk to her again in June to provide further updates. Allerdale Borough Council has also been dealing with this issue and the person concerned should speak to Democratic Services regarding the removal of some signatures from the petition. 	<p>To note</p>	



7	<ul style="list-style-type: none">• Complaint was received from Bothel parish that there was a lack of communication and information exchange from the Working Group. Allerdale Borough Council has agreed to attend their next parish council meeting. Chair has also spoken to Bothel Parish• Chair requested that anyone getting involved with any community engagement should inform the Community Engagement Co-ordinator to enable a log to be kept of any meetings.• NWS and LLWR are hosting a Dream Placement for 3 students on 14th February – Secretariat will distribute further details to all• New Nuclear Waste Services emails to be made available to all members – Secretariat will provide• Chair to circulate document received on the launch of NWS• Next meeting will include Recruitment approval and CIF	LS LS MB To note	
	DATE OF NEXT MEETING – Wednesday 23rd February 8:30am	To note	