



MINUTES FROM COMMUNITY PARTNERSHIP MEETING

HELD ON

13 April 2023, 08.30am –On-line Teams

Attendees:

Partnership members

Mary Bradley (MB) - Chair
David Wilson (DW)
Deborah Naylor (DN)
Phil Davies (PD)
Becky Wolstenholme (BW)
Gordon Grant (GG)
John Coughlan (JC)
Adrian Davis Johnston (ADJ)
Roy Hobson (RH)
Lucas Wirga (LW)

NWS

Alison Beard (AB)
Laura Kay (LK)
Dele Shoneye (DS)

Minutes:

Katy Arnott (KA)

Apologies:

Chris Gibson (CG)
Tony Markley (TM)

Item	Description	Action Lead	By when
1.	WELCOME/APOLOGIES <ul style="list-style-type: none">The Chair welcomed everyone to the meetingThe Chair welcomed 2 new independent members to the Partnership. Roy Hobson and Lucas Wirga.	MB	
2.	MINUTES OF LAST MEETING <ul style="list-style-type: none">Previous Minutes- Community Partnership meeting (9 March 2023) were approved.	MB	
3.	COMMUNICATIONS (COMMS) WORKSTREAM UPDATE <p>LK presented Comms Planning 2023/24</p> <ul style="list-style-type: none">Discussion around proposed comms plan with feedback and suggestions sought from partnership members.Note: All partnership communications will cease during pre-election period. Comms will recommence 6 May.	LK To note	



- Discussion on current channels and future development of the message house, community newspaper, e-newsletter format, video content for YouTube/Vlogs.
- Discussion around key dates and content planner
- Discussion around current partnership material and resources. Ideas to explore: “who we are and what we do” leaflet, 3D glasses and GDF images and a series of podcasts.
- **Newspaper:** Discussion around a new partnership newspaper style publication- format based on other Community Partnership’s newspapers.
Suggestions from partnership members:
 - Branding: would like it to be clear it is produced by Allerdale GDF Community Partnership.
 - Title: ‘NEWS & VIEWS’
 - Style: to look different from other Cumbria Community Partnership publications. Perhaps a less corporate polished design.
 - Content: balanced; a mix of Partnership news and GDF information and Workstream activities.
 - Mailing Reach: to be delivered to all households in current search area or beyond? To be determined.
- **Community Investment Funding (CIF) Promotion:**
Key points:
 - Case studies now live on website
 - ‘Promote your project’ pack available from May
 - CIF summary of progress to be included in Newspaper, e-bulletins, social media, press releases.
 - Filming/photography opportunities lined up
- The Comms plan will support all partnership Workstreams
- **Social media and website:** Suggestions sought from members to reach different audiences and content to engage with younger people.
- **Surveys:** Discussion around continuation of surveys carried out in the local community by consultancy. The surveys measure levels of understanding and generate feedback.
 - Potential dates of surveys: New baseline survey following Local Government Reform and follow-up survey Autumn.
 - Results of the latest Yonder survey will be published as blog piece on partnership website in May.
 - Previous survey will be used to support comms content plan. Residents wanted more information, principally across five core areas: local geology, environmental impact, safety reassurances, pressures on local area, and decision making.
- **Reporting:** the monitoring and measuring of effectiveness using analytic tools will be fed back via Comms Workstream.
- Members were given opportunity to share feedback, suggestions and ideas. Any suggestions to be forwarded to NWS Comms Lead (LK).

To note

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ACT130	<ul style="list-style-type: none">• Comms Workstream to follow-up:○ Newspaper suggestions○ Survey requirements noting new Search Area and any additional questions (Visioning).	LK/MB
ACT131	<ul style="list-style-type: none">• Member requested updated copy of generic slide deck "message house" for partnership members to use in external presentations.	LK
4.	DUNMAIL PARK REVIEW	AB
	<ul style="list-style-type: none">• Thanks were given to all who supported the events at Dunmail Park Shopping Centre, Workington- 17-21 March.• The exhibition style events on Fri 17 & Sat 18 March were open to the public and events on 20 & 21 March were to invited groups.• Overall, events had 207 visitors across 4 days. Reach will be higher due to passer-by's reading information banners in windows.• The main purpose of the events was to inform residents about the search area changes supported by the NWS Siting Manager. Other NWS subject matter experts (SME's) were available.• Footfall in the shopping centre was reported as high. The event was most popular on Fri and Sat morning with 114 visitors. Visitors stayed anything from 5 mins to 3 hours. Good variety of ages and approx. male: female 60:40 split.• Event on Monday 20th was for invited CIF recipients to receive certificates with photography. This was a very successful approach.• Event on Tuesday 21st was for invited Town/Parish Councillors and interest groups. Low turnout reported.• Low level of awareness of event from promotion channels. Visitors were mainly opportunists, passer-by's, shoppers.• In summary the event had a good range of subject matter experts, interactive elements well received, well supported by CP members, location was good and visible. Feedback is being collated• To review: opening times, Mercia mudstone samples to source, and how could we facilitate the visioning questions more effectively?• Dunmail Park Centre are happy to work with partnership again.• CP members enjoyed talking to the NWS SME's and encouraged members to attend future events for interest and their own learning.	To note
ACT132	<ul style="list-style-type: none">• Community Engagement Workstream to follow-up:○ To explore Dunmail Park for future event or use of windows.○ To explore Parish and Town Councils, and Interest Group engagement approach, (establishing purpose).	MB/KA



<p>5.</p> <p>PROGRAMME OF ACTIVITIES (POA) WORKSTREAM UPDATE</p> <p>Summary of presentation given by (MB).</p> <ul style="list-style-type: none">• To plan and manage the key objectives of the partnership it will use a programme management tool called Managing Successful Programmes (MSP). This will be administered by NWS Project Manager – Dele Shoneye.• Partnership responsibilities in MSP:<ul style="list-style-type: none">○ To agree a vision statement - Done○ Underpinned with Mission and Values - Done○ To establish a structure - Done○ To identify workstream leaders - Done○ To set measurable objectives over time - Ongoing○ To enable the population of the NWS MSP in-depth monitoring tools – In progress○ To coordinate all via the Programme of Activities Board – Set up, first meeting imminent○ POA Board to ensure meaningful agendas for CP meetings• POA structure- Workstreams<ol style="list-style-type: none">1. Community Investment Funding (CIF)2. Visioning3. Workforce4. Youth5. Site Evaluation6. Communications7. Community Engagement8. POA Board- in process of being established. (Tasked with Governance, engaging expertise, visit/events, Right of Withdrawal, Test of Public Support, population of the POA, monitoring of progress, and to develop agendas for Partnership meetings and events).• In summary:<ul style="list-style-type: none">○ Each Workstream lead will be contacted to update their plans on the POA. NWS support will arrange this.○ The POA board will be established.○ For June Partnership meeting - aim to report using RAG system○ CP members will be fully supported by NWS Workstream lead. <p>ACT133</p>		<p>MB</p> <p>AB/DS</p> <p>To note</p> <p>To note</p> <p>To note</p>
<p>6.</p>	<p>VISIONING WORKSTREAM UPDATE</p> <ul style="list-style-type: none">• Recap from previous partnership meeting 9 March:<ul style="list-style-type: none">○ Partnership would like vision to be different from local authority visions but note policy requires that it must be compatible.	



	<ul style="list-style-type: none">○ Approach: Community to look at what an ideal future could look like, then look at pros and cons of GDF. What does good look like in 50-100 years' time? Then look at role of GDF might play.○ Partnership recognises the importance of the role of young people and this is work in progress.	To note	
ACT134	<ul style="list-style-type: none">• Visioning schedule for 2023 in progress.• Visioning Workstream to progress:<ul style="list-style-type: none">• visioning strategy for the year ahead,• identify need for external support e.g., consultant, independent facilitators,• facilitation training to aid members in community engagement,• workshops, focus groups, young people,• use of 17 UN sustainable goals. To include all or focus on select- TBC,• how strategy fits in with other workstreams.	GG/PD	
ACT135	<ul style="list-style-type: none">• Vision data for Vision Workstream to be extracted from NWS data base in suitable format.	GG	
ACT136	<ul style="list-style-type: none">• Progress "What is the output" for the 1 day vision workshop (Ref previous meeting Action 126).	GG/PD	
7. ACT137	AOB <ul style="list-style-type: none">• New members to complete induction	AB	
8.	DATE OF NEXT MEETING <ul style="list-style-type: none">• Thursday 11 May- 08.30am Teams.	MB	

Community Partnership Group Actions 13/04/2023							
Minute ref	Date raised	Ref	Owner	Co-owner	Action	Update from meeting on 13/04	Update for meeting on 11/05
130	13/04	3	LK	MB	Comms Workstream to follow-up: <ul style="list-style-type: none"> ○ Newspaper suggestions ○ Survey requirements noting new Search Area and any additional questions (Visioning). 		
131	13/04	3	LK		Member requested updated copy of generic slide deck “message house” for partnership members to use in external presentations.		
132	13/04	4	MB	KA	Community Engagement Workstream to follow-up: <ul style="list-style-type: none"> ○ To explore Dunmail Park for future event or use of windows. ○ To explore Parish and Town Councils and Interest group engagement approach, (establishing purpose). 		
133	13/04	5	AB	DS	Each Workstream lead will be contacted to update their plans on the POA. NWS support will arrange this.		
134	13/04	6	GG	PD	Visioning Workstream to progress: <ul style="list-style-type: none"> • visioning strategy for the year ahead • identify need for external support e.g., consultant, independent facilitators, • facilitation training to aid members in community engagement. • Workshops, focus groups, young people. • Use of 17 UN sustainable goals. To include all or focus on select- TBC. 		



					• How strategy fits in with other workstreams		
135	13/04	6	GG		Vision data for Vision Workstream -To Extract from NWS data base in suitable format		
136	13/04	7	GG	PD	Progress “What is the output” for the 1 day vision workshop (Previous action Ref Action 126).		
137	13/04		AB		New members to complete induction		