



## **AGENDA 1: IDENTIFY VOTING MEMBERS OF THE WORKING GROUP ANY CONFLICT OF INTEREST. MINUTES OF PREVIOUS MEETING. CHAIR**

- Recorded voting members from each organisation previously.
- Any changes to voting members to be notified.
- Assuming members attending the meeting hold the vote for themselves/their organisation unless they say declare otherwise.
- No conflict of interests were declared.
- Minutes of previous meeting are a correct record.

## **AGENDA 2: OUTSTANDING ACTIONS AND REVIEWS. CHAIR**

- February Working Group to undertake General Data Protection Regulation (GDPR) Training – completed.
- Terms of Reference updated on Website – with Legal Team.
- Low Level Waste Repository (LLWR) and Radioactive waste Management (RWM). It has been agreed that LLWR will be invited to attend a future meeting.
- Pre -Election Period – closed.
- Public Streaming of Meetings –Nuclear Decommissioning Authority (NDA) current information technology systems restrict this, therefore would incur a cost. The cost of this is excessive but looking to meet in public when Covid restrictions allow. Minutes to be published on the Working in Partnership website as draft format within 3 working days.
- Tik Tok – Due to limited life of the Working Group, the youth segment was not identified as an area of focus at this time. Legal requirements to be considered when developing the strategy if progressed to Community Partnership stage.

**ACTION:** Chair requested action to add ToR to website as soon as possible

## **AGENDA 3: RWM PRESENTATION: PERSONAL SAFETY AND DUTY OF CARE FOR WORKING GROUP MEMBERS.**

- Personal safety and support package offered to RWM staff and Working Group Members prior to the Working Group launching. Looking to expand this offering to cover work within the Community. Feedback from Working Group requested to create a programme in partnership with the Working Group.

## **AGENDA 4: OPPORTUNITY FOR UPDATES FROM WORKING GROUP MEMBERS. ALL**

- Chair - Stakeholder meetings have taken place with Cumbria Tourism and Cumbria Local Enterprise Partnership.
- Facilitator is continuing to engage with stakeholders.
- Cumbria Association of Local Councils (CALC) - Position statement circulated to the Parishes.
- Chair drafted letter to be issued this week through CALC to all Parishes.

#### **AGENDA 5: WORKPLAN SCHEDULE UPDATES.**

- First Engagement Snapshot – completed.
- Search Area Workshops planned.
- Second Engagement Snapshot – 27<sup>th</sup> March to 21<sup>st</sup> May.
- Public Events can commence from the 21<sup>st</sup> June 2021.

#### **AGENDA 6: WORKSTREAM 1 UPDATE**

- Webinar 1 – Positive start 77 registered with 38 & 19 respective delegates attending. Good level of engagement before and after webinar.
- The Working Group facilitator is re-engaging with a further 8 delegates on the next webinar topic which is geology.
- Face to Face Exhibitions, 3 weeks in July in North, Mid and South Copeland over 6 locations to be confirmed.
- Yonder Focus Group – feedback in Snapshot. Yonder will now conduct a telephone survey, review of questions by Working Group required.

#### **AGENDA 7: WORKSTREAM 2 UPDATE. SEARCH AREA IDENTIFICATION**

- 2 workstream meetings held so far. Relevant reports circulated to Working Group members.

#### **AGENDA 8: WORKSTREAM 3 UPDATE**

- Agreed immediate next steps of activities.
- 6 key focus group sessions:
  - What does the Community Partnership need to look like at launch (see below)?
  - Develop Chair and member identification and appointment processes
  - Develop outline initial Community Partnership work plan and comms/engagement plan
  - Define the “Engine room” requirement to support the Community Partnership at launch
  - Develop a draft Community Partnership Agreement
  - Define and implement Community Investment Funding arrangements
- It was agreed there would be an interim first phase of Community Partnership to operate for a defined period whilst transitioning from Working Group to Community Partnership(s).

#### **AGENDA 9: WORKING GROUP ENGAGEMENT SNAPSHOT.**

- The Working Group members agreed a Snapshot can be produced every 8 weeks. This can be used to assist in the Working Group as they transition to Community Partnership(s).

#### **AGENDA 10: COMMS AND ENGAGEMENT UPDATE.**

- Newsletter being issued next week.
- We have issued a response letter regarding the concerns raised with regards to the Whitehaven Coal Mine being linked to a GDF.
- Working Group leaflet will be ready to go out this week.
- Webinars, opportunity with the Tethera magazine to be publicised.
- As soon as we are out of Pre-Election Period press release to be issued announcing the second Webinars in May 2021.

- Newsletter – future topics were discussed.
- Points raised by the Working Group with regards to further communications and media plan.

#### **AGENDA 11: INFORMATION UPDATE WITH RWM COMMUNITY ENGAGEMENT & SITING DIRECTOR.**

- Pleased with the progress that Copeland Working Group is making, we are the first Working Group and therefore the trial/benchmark for future Working Groups.
- Team Changes – putting all of our place-based teams under one leader to share learning. Additional growth within the team with additional recourse as we move forward with a Geological Disposal Facility (GDF) programme.
- One Waste/Waste Division –GDF is high priority for UK Government, this message has not changed. We continue to work within the policy. The RWM Siting team may grow to meet demand and to support Community Partnership(s) as they emerge.
- It was clarified that LLWR and RWM will not be ‘merging’. A member of the Working Group raised the concern that ‘One Waste Division’ could potentially cause unwarranted speculation within the local community.
- RWM confirmed that if more than one community partnership(s) were identified, this would be supported.

#### **AGENDA 12: CHAIRS TOPICS OF DISCUSSION – ROLE OF WORKING GROUP MEMBERS – CONFIDENTIALTY REMINDER. CHAIR**

- Role of Working Group Members.
- Correspondence from Chair to all Working Group members covering the broadening horizons and the multiple positions that members hold. Reminded members that the Chair, CALC and Copeland Borough Council are the official spokespeople for Copeland Working Group.
- Confidentiality is key and until it is discussed in a Working Group meeting and included in the minutes, anything discussed remains confidential.

#### **AGENDA 13: AOB. ALL**

- None

#### **AGENDA 14: DATE OF NEXT MEETING. NG/CHAIR**

- **May 13<sup>th</sup> 09.00AM – 12.00 NOON**

<b>Ref</b>	<b>Action</b>	<b>Status</b>
CWG001	Liase with legal team regarding terms of reference on website.	Claire Dobson
CWG002	Reflect on Personal Safety and liaise with GJ /LC	ALL
CWG003	Reissue list of current Personal Safety training available to WG members	Gillian Johnston
CWG004	Chairman's letter to Parish Councils to be finalized and sent to CALC for distribution	Chair/Gillian Johnston/Karen Agnew
CWG005	Think about timings and content for communications with key areas when identified	ALL
CWG006	Cohesion between workstreams – Overall Plan review and mitigate communication and engagement risk	Steve Wilkinson
CWG007	Volunteers required from Working Group for Webinar 2 (3 Sessions)	ALL/Gillian Johnston
CWG008	Input regarding locations, venues and framework for Exhibitions in July.	ALL/Gillian Johnston
CWG009	Comments on WS2 Reports to be fed back to BH.	ALL/ Barnaby Hudson (BH)
CWG010	Share report from WS3 Meetings	Rob Ward (RW)
CWG011	Comms report to be circulated to the WG	Barnaby Hudson
CWG012	Focus and clarification on the communications around the potential Search Area and Community Partnership	Craig Taylor
CWG013	Access and Training for The Hub.	Claire Dobson

