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Title:	Notes of MRWS Steering Group meeting held on 24 th November 2011 Lonsdale Room, Allerdale House, Workington
Notes:	Published 24 th January 2012

Present:

Cllr Elaine Woodburn (CBC), Paul Walker (CBC), Steve Smith (CBC), Richard Griffin (ABC), Charles Holmes (ABC), Stewart Kemp (CCC), Cllr Keith Hitchen (CALC), Chris Shaw (CALC), Guy Richardson (CALC), Paul Gardner (Osprey Communications), Rhuari Bennett (3KQ), Richard Harris (3KQ), Cath Little (CBC), Connor Ritchie (DECC), Kieran Barr (CCC for items 1-3),

1. Apologies

- 1.1 Apologies from Cllr Alan Smith (ABC), Cllr Tim Knowles (CCC), John Dalton (DECC),
- 1.2 It was agreed that Richard Harris would lead the meeting in the absence of Cllr Alan Smith (Chair)
- 1.3 Connor Ritchie (DECC) introduced himself to the meeting and explained his role within DECC.

2. Actions & Minutes – Doc 230

	10 th October 2011 – All actions completed and minutes adopted
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Updates

- 2.1 **Consultation** started as planned on 21 November 2011, and will end on 23 March 2012.
- 2.2 **Briefings, mailings etc.** We are writing to everybody on the database to announce the consultation, and will shortly be posting out hard copies of the consultation pack. For organisations or groups interested in MRWS, we are encouraging them to screen the DVD as a briefing, rather than organise PowerPoint presentations from Partnership members. In some circumstances we will need Partnership members to attend to answer a few questions after the DVD is shown, but it reduces the burden on members and ensures that a consistent message is given across the board.

- 2.3 LDNP Partnership.** The LDNPA have requested a briefing on 5th December to the LDNP Partnership. We have discussed with them doing a "DVD Briefing" so we get across all the material consistently and have agreed with them that no additional Partnership presence is need at this briefing.
- 2.4 Advertorials and Advertising.** Advertorials will shortly be published in all of the Cumbrian newspapers. There will also be various advertising appearing on bus backs, bill boards and telephone boxes, highlighting the start of the consultation. The wording of these will be drafted and agreed by the PSE subgroup and then circulated to the Steering Group for information.
- 2.5 Youth competition.** The PSE sub-group, with Paul's support, are running a competition to raise the profile of MRWS with young people. The competition is to write record or film a short balanced news report on MRWS. The prize is £500 and three runner-up prizes of £150, either to individuals or the relevant school. The Partnership can use the news pieces in our publicity. Paul will circulate a draft of the competition details to the Steering Group for comment.
- 2.6 Webinar.** The PSE sub-group has issued an invitation to tender for running a webinar (online seminar). Unless the Steering Group wishes to be directly involved in the appointing of the contractor, the PSE sub-group will review the tenders and appoint, as well as manage the event via Osprey and 3KQ. The webinar is scheduled for March 2012, before the consultation deadline. The date of which is still to be confirmed. Tenders have started to come in for this piece of work. Further details will be circulated shortly.
- 2.7 Terms of Reference.** Richard Harris gave a verbal update to the meeting. It was agreed that the nature of the work the Partnership undertakes allows the ToR's to be a draft working document allowing a much needed degree of flexibility. Steve Smith reported that the legal view is that the issue makes no difference to the DMB's in being able to make a decision.

Action: RH to draft a paragraph that explains why the ToR's are still in draft and have not been formally adopted.

- 2.8 Programme Management**
Steve Smith advised that Copeland as accountable body will be going out to tender shortly to procure programme support for the MRWS programme which is due to reaching the contract limitations of the current contract. The procurement process is likely to involve a panel from CBC, CCC, ABC and CALC as last time.
- 2.9 Partnership Progress Update**
Rhuari advised that John Dalton (DECC) has asked if the Partnership would like to give a quick update to the next GDIB meeting on PSE3. It was proposed that DECC give an update in person, just stating that the Consultation has started.

3. Opinion Survey

A paper was presented to the Group asking for a decision on changing the methodology being used for the opinion survey following the expert review results.

Following lengthy discussion it was agreed that the Partnership goes forward as follows:

- Switch from a quota to a random sampling approach, on the basis of the expert reviewers.
- Stay with telephone surveying rather than switching to face to face.

Actions: RB to send out email to the Partnership explaining what's happening and the rationale behind the decisions to Partnership, together with the paper the Steering Group discussed.

4. Finance

An update was given on the current year 2011/12 finance position and discussions took place around a paper presented highlighting the broad scope of an engagement package for the next financial year 2012/13.

4.1 Current year – Original request was £1.4m for this year however agreement was reached for £1.1m with a half year review. A meeting has taken place with John Dalton reviewing the spend to end October 2011. A further meeting has been scheduled for end of January 2012 for further review.

Elaine asked that we write or email minister asking for confirmation that CBC as accountable body has reassurance that if further funding needed it is supported. CBC should not be put in a position where it is at risk. If this is the case then the process will stop.

Action: Steve Smith to draft a letter to the Minister asking for confirmation.

4.2 Next Year 2012/13 – A report was presented giving a broad scope of an engagement package for the next financial year 2012/13

Quarter 1 is seen to be a normal quarter.

Timescales for Q2 & Q3 – Could take realistically 6 months for all councils to make decisions depending on meeting calendars, report deferrals, legal challenges and/or requests for more details.

Following discussion it was agreed that the framework errs very much on the side of caution but is acceptable as a means for allocating budget.

Action: Rhuari revise figures and discuss with officers ready for formal adoption at 11 January Steering Group, before they are then submitted to DECC.

5. Work Programme

The Partnership needs to make best use of the time it has booked to meet. RB presented a suggested work programme. The following were agreed:

- 8th Dec meeting cancelled.
- 31st January 2012 meeting to go ahead. Invite the NGOs to speak/present including an invitation to Radioactive Free Lakeland.
- Leave 21st February as it is, hopefully hearing from the NGOs if they can't make the Jan date.

Action: Rhuari to make contact with NGO's offer both dates.

6. Acceleration Options

Richard Griffin recapped the briefing from DECC/NDA on 16 November. Issues highlighted included DECC's implementation plan already being behind schedule and although possible benefits from acceleration are listed there is no reference to disbenefits. These shouldn't be underestimated. Community representatives emphasised the risks of accelerating the process, especially when the White Paper clearly sets out timescales. John Dalton and Bruce McKirdy will feedback all MRWS Steering Group issues and comments.

7. Written Questions

Rhuari Bennett went through a proposed procedure for dealing with written questions submitted to the Partnership. It was agreed that this informal procedure be adopted.

8. Actions

	ACTION	WHO
Agenda Item 2 - Updates		
2.7	Draft a paragraph to explain why the ToR's are still in draft and have not been formally adopted	RH 3KQ
Agenda Item 3 – Opinion Survey		
3	RB to send out email to Partnership explaining what's happening about opinion survey methodology and the rationale behind the decisions.	RB 3KQ
Agenda Item 4 – Finance		
4.1	A letter to be drafted to the Minister asking for confirmation of financial support	SS
Agenda Item 5 – Work Programme		
5	Rhuari to make contact with NGO's offer both date	RB
Agenda Item 6 – Acceleration Options		
	No actions	
Agenda Item 7 – Written Questions		
	No actions	