

MEETING MINUTES

Meeting Title	Theddlethorpe GDF Community Partnership Meeting 8		
Date	Thursday 20 th July 2023		
Time	From:	14:00	To: 16:30
Location	Coastal Centre, Victoria Road, Mablethorpe, Lincolnshire, LN12 2AQ		
Chair	Jon Collins (Chair)		
Note taker	Victoria Mana (VM)		
Meeting Attendees –			
Community Partnership (CP) Members			
Sector	Name	Organisation	Role
Council	Cllr Martin Hill (MH)	Lincolnshire County Council	Leader
Council	Cllr Craig Leyland (CL)	East Lindsey District Council	Leader
Council	Cllr Simon Acklam (SA)	Theddlethorpe & Withern Parish Council	Parish Council Representative
Voluntary	Tammy Smalley (TS) *	Lincolnshire Wildlife Trust	Head of Conservation
Voluntary	Rob Druce (RD)	Mablethorpe Coastwatch	Station Manager
Voluntary	David Fannin (DF)	Lincolnshire Community and Voluntary Service (LCVS)	CEO
Voluntary	Ken Smith (KS)	Guardians of the East Coast	Chair
Business	Gareth Rowland (GR) *	Holivans Ltd	Director
Business	Carl Richardson (CR)	Dunes Family Entertainment Centre Ltd Dunes Food Events Company Ltd	Director Managing Director
Business	Helen Fisher (HF)	We Are Carbon	Proprietor
Meeting Observer			
	Andy Gutherson (AG)	Lincolnshire County Council	Executive Director of Place
Guest Speaker			
	Philip Matthews (PM)	Nuleaf	Executive Director
Other Attendees			
	Simon Hughes (SH)	Nuclear Waste Services	Community Engagement & Siting Director
	Chris Keenan (CK)	Nuclear Waste Services	Acting Head of Siting Operations
	Nicola Kirkby (NK)	Nuclear Waste Services	Operations Manager
	Malcolm Orford (MO)	Nuclear Waste Services	Major Permissions Programme Lead
	Ruth Letourneur (RL)	Nuclear Waste Services	Land Use Planning Manager
	Anneline Wilson (AW)	Nuclear Waste Services	Communications Lead
	Paul Noon (PN)	Nuclear Waste Services	Community Engagement Worker
	Kevin Pryke (KP)	Nuclear Waste Services	Community Engagement Worker
	Gilly Jones (GJ)	Nuclear Waste Services	Community Engagement Worker
Apologies			
CP NWS Representative	Jon Compton (JOCO)	Nuclear Waste Services	Community Engagement Manager
Observer	Michelle Sacks (MS)	East Lindsey District Council	Deputy Chief Executive (Growth)
NWS	Andrew Painter (AP) Sharon Darley (SD)	Nuclear Waste Services Nuclear Waste Services	Site Evaluation Manager Community Engagement Lead

Notes	*Attended Meeting Online
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Agenda

Item	Description
1	Introductions, apologies and opening remarks
2	Review of outstanding actions from previous meeting Declaration of Interests (any new / changes)
3	Introduction to Nuleaf and the organisation's role in supporting the Community Partnership
4	Siting Activities – Major Permissions
5	How to accommodate public access to Community Partnership meetings
6	Recent election results and political perspective
7	Communications update
8	Engagement update
9	Proposed fact-finding visits
10	AOB

Notes

Item	Notes for the record	Raised by / lead
1	Introductions, apologies and opening remarks	Chair
1.1	<ul style="list-style-type: none"> • Introductions made, notably to our new CP Member (business sector), Helen Fisher • Apologies noted 	
2	Review of outstanding actions from previous meeting	Chair
2.1	<ul style="list-style-type: none"> • Update provided on actions from previous meeting (please see notes below) 	
2.2	Declaration of Interests (any new / changes)	Chair
	<ul style="list-style-type: none"> • No updates 	
3	Introduction to Nuleaf and the organisation's role in supporting the Community Partnership	Philip Matthews
3.1	<ul style="list-style-type: none"> • Presentation providing background to the aims and objectives of Nuleaf and their role in the GDF process 	
4	Siting Activities – Major Permissions	Malcolm Orford, Ruth Letourneur
4.1	<ul style="list-style-type: none"> • Introduction to Major Permissions and an overview of the upcoming environmental baseline surveys 	
5	How to accommodate public access to CP meetings	Nicola Kirkby
5.1	<ul style="list-style-type: none"> • Presentation of options for facilitating public access followed by discussion 	
6	Recent Election Results and Political Perspective	Chris Keenan
6.1	<ul style="list-style-type: none"> • Presentation of outcomes from the May elections in East Lindsey, including a focus on Withern and Theddlethorpe plus Mablethorpe 	
7	Communications Update	Anneline Wilson
7.1	<ul style="list-style-type: none"> • Overall update of recent activity • Website update underway and input from the CP invited • Discussion around possible streaming opportunities for future meetings 	

	<ul style="list-style-type: none"> New email address for the CP has been created, but this needs amending (please see action log below) 	
8	Engagement Update	Gilly Jones, Nicola Kirkby
8.1	<ul style="list-style-type: none"> Overall update of recent activity Look ahead to 'Big Picture' events in early August Discussion around the doorstep engagement and holiday maker survey (please see action log below) 	
9	Proposed fact-finding visits	Chair
9.1	<ul style="list-style-type: none"> Discussion of possible destinations for Members of the CP to visit, both within the UK and abroad 	
10	AOB	All
10.1	<ul style="list-style-type: none"> CIF update provided – all applications which were agreed by the Panel are now being processed; Grants Manager role is now advertised; applications invited for external CIF panel members; enquiries for funding still incoming Discussion about onboarding co-optees Discussion about deputies standing in for CP Members at CP meetings Discussion about proposed 'away day' in September 	

Decision Log

Meeting Date	Minutes Reference	Item	Date Due	Date Actioned	Status	Comments
20.07.23	3.1	Future engagement with Nuleaf and other independent organisations to explore a different perspective re the GDF	20.07.23	20.07.23	Closed	CP Members agreed
20.07.23	9.1	Fact-finding visits seen to be of value and interest – notably ANDRA, France; Sellafeld; Hinkley Point C	20.07.23	20.07.23	Closed	CP Members agreed

Action Log

Meeting Date	Minutes Reference	Item	Date Due	Date Actioned	Status	Comments
20.07.23	3.1	Alongside Nuleaf, consider other potential advisory bodies for the CP to liaise with, especially in relation to the Visioning process	21.09.23		Open	<p>Chair and JOCO to propose how Nuleaf can support the CP in the short-term</p> <p>CP Members to provide suggestions of any other organisations which we can work with – email to victoria.mana@nda.gov.uk</p>

20.07.23	4.1	Consider the fundamentals of the National Policy Statement (NPS) and how this provides guidance in relation to planning permissions and environmental legislation	16.11.23		Open	MO and RL to discuss and agree the approach to the training for this with JOCO
20.07.23	4.1	LCC and ELDC to each present to the CP about their role as an rPLA within this process	19.10.23		Open	JOCO to coordinate with AG and MS
20.07.23	5.1	Investigate the use of Mablethorpe Council Chamber for future CP meetings for when the public are invited to attend – aim to hold the first public meeting in January 2024	19.10.23		Open	JOCO to oversee
20.07.23	5.1	Film the October meeting and upload onto the website	19.10.23		Open	AW to oversee
20.07.23	5.1	Facilitate a method for inviting members of the public to submit questions in advance of the November meeting, eg, develop a 'live questions' board on the website and promote via social media	19.10.23		Open	AW to oversee
20.07.23	7.1	Amend the newly created CP email address	Ongoing		Open	AW with the support of SH
20.07.23	7.1	Doorstep engagement pre-drop letter draft to be reviewed by the CP	26.07.23		Closed	AW sent the first draft via email to CP Members on 21 st July, response requested by 5pm, 26 th July
20.07.23	7.1	CP Members to be asked for their ideas about website content and presentation	21.08.23		Open	AW emailed CP Members on 21 st July, response requested by 21 st August

20.07.23	7.1	Request made for analysis of website views / data	Ongoing		Open	AW to update CP Members monthly
20.07.23	8.1	CP Members to be sent dates and information about the 'Big Picture' events (3 rd -11 th August) Chair requested that Members respond to advise which events they will be attending	02.08.23		Closed	VM emailed CP Members on 25 th July with the required information. Awaiting responses (some already submitted)
20.07.23	9.1	Potential dates to be identified and locations to be confirmed for CP Members to visit other sites of relevance and interest	31.08.23		Open	SH to oversee with support from JOCO
20.07.23	10.1	Paper to be written ahead of the next meeting to consider the process for recruiting CP co-optees	21.09.23		Open	JOCO to oversee
20.07.23	10.1	Consider a process for how to approve deputies to stand in for CP Members at meetings (ref Schedule 2c, 3.3, p16 CPA)	21.09.23		Open	JOCO to oversee
20.07.23	10.1	CP away day to be organised and date to be confirmed. The aim of this is to consider how the CP operates, its roles and responsibilities, aims and objectives	31.08.23		Open	JOCO to oversee
20.07.23	10.1	Request for meeting presentation to be emailed to CP Members	27.07.23	25.07.23	Closed	Meeting 8 presentation emailed to CP Members. Also referenced that presentations from all meetings are available to view on The Hub

15.06.23	3.1	Network Rail and flood reports to be shared with CP Members once released	Tbc		Open	Amy Shelton to share reports once available
15.06.23	3.1	CP Member requested a monthly update around the wider timelines of the siting process	Ongoing		Open	AP will provide monthly updates around timescales from September 2023
15.06.23	4.1	Skills and Workforce report to be shared with CP Members once released	Tbc		Open	Stephen Brown to share report once available
15.06.23	6.1	Share proposed questions for the doorstep engagement with CP Members	31.07.23		Closed	Questions to be shared at CP Meeting 8 – further work needed by JOCO, then script to be distributed via email – actioned 31.07.23
15.06.23	6.1	Share proposed questions for the holiday maker survey with CP Members	31.07.23		Open	Questions to be shared at CP Meeting 8 – further work needed, after JOCO has discussed with GR), then questions to be distributed via email
18.05.23	3.1	CP Members to contribute towards content of The Voice publication after the June issue	21.09.23		Open	For discussion in July meeting – rearrange for September
18.05.23	3.1	CP Members to contribute towards content of the E-newsletter and how to encourage local people to subscribe	21.09.23 Ongoing		Open Open	For discussion in July meeting – rearrange for September AW to liaise with DF and TS following their offers of support
18.05.23	3.1	NWS / Yonder to be invited to give a presentation at a future meeting	Tbc		Open	Date to be decided
18.05.23	5.1	Does Theddlethorpe Gas Terminal Site still have 'National Infrastructure Status'?	Ongoing		Open	AP to find out Update from CK - NWS awaiting a response from National Grid Further update to be provided once response from National Grid received

18.05.23	5.1	AP to liaise with LR re transport study updates	20.07.23		Open	AP to contact Lydia Rusling Actioned and ongoing
18.05.23	5.1	NWS to invite Lincolnshire County Council to present a transport study at a future CP meeting	Tbc		Open	AP to ask LCC to do a presentation for CP Members AP has contacted LCC and ongoing
18.05.23	6.1	CP Members invited to suggest guest speakers for October & November meetings	20.07.23		Closed	CP Members to contact the Chair via email – jon.collins@me.com No suggestions to date
20.04.23	4.1	CP Members invited to self-nominate to support NWS representatives in the following 4 areas <ul style="list-style-type: none"> • Communication • Engagement • Siting Activities • Community Investment Funding 	20.07.23		Closed	Members to contact VM via email - victoria.mana@nda.gov.uk SA has proposed himself for siting activities CR has proposed himself for engagement (and possibly CIF) CP Members have requested that clarity on expectations of time and actions required be provided