

MEETING MINUTES

Meeting Title	Theddlethorpe GDF Community Partnership Meeting 13		
Date	Thursday 25 th January 2024		
Time	From:	14:00	To: 16:30
Location	Coastal Centre, Victoria Road, Mablethorpe, Lincolnshire, LN12 2AQ		
Independent Interim Chair	Jon Collins		
Note taker	Victoria Mana		
Meeting Attendees –			
Community Partnership (CP) Members			
Sector	Name	Organisation	Role
Nuclear Waste Services (NWS)	Sarah Fletcher (SF)	Nuclear Waste Services	Interim Community Engagement Manager
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 & Voluntary Service	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 Observers			
	Andy Gutherson (AG)	Lincolnshire County Council	Executive Director of Place
	Lydia Rusling (LR)	East Lindsey District Council	Assistant Director of Economic Growth
Other Attendees			
	Simon Hughes (SH)	Nuclear Waste Services	Siting & Communities Director
	Matt Swift (MS)	Nuclear Waste Services	Senior Project Manager
	Nicky Kirkby (NK)	Nuclear Waste Services	Operations Manager
	Dan Rigg *(DR)	Nuclear Waste Services	Site Evaluation Manager
	Christian Bucknell (CB)	Nuclear Waste Services	Community Engagement Officer
Apologies			
Council Representative	Cllr Claire Arnold	Mablethorpe & Sutton Town Council	Town Council Representative
Notes	*Attended Meeting Online		

Agenda

Item	Description
1	Introductions, apologies and opening remarks
2	Declaration of Interests (any new / changes) - standing item
3	Review of outstanding actions from previous meeting and matters arising
4	Questions submitted by the public
5	Lincolnshire Coast 2100+
6	New Working Group
7	Programme of Activities – General Overview
8	CIF update
9	Community Partnership meetings in public
10	Proposed engagement plan for 2024 – strategic level
11	Co-opt Member applications – to agree process and next steps
12	AOB

Notes

Item	Notes for the record	Raised by / lead
1	Introductions, apologies and opening remarks	Interim Chair
1.1	<ul style="list-style-type: none"> Introductions made and apologies noted 	
2	Declaration of Interests (any new / changes)	All
2.1	<ul style="list-style-type: none"> No updates 	
3	Review of outstanding actions from previous meeting and matters arising	Interim Chair
3.1	<ul style="list-style-type: none"> Update provided on actions from previous meeting (please see notes below) 	
4	Questions submitted by the public	Interim Chair
4.1	<ul style="list-style-type: none"> Paper presented to the Partnership around suggested process for handling questions from the public <p>Option 1. Process completed and responses returned for CP Members to view within two CP meeting cycles (depending upon work required). Draft responses provided by the CP Interim Chair or workstream leads require approval from the CP and will be brought back to the next available meeting. Recipient will then be sent a message</p> <p>Option 2. Process completed and responses sent back to the recipient within 20 working days. The CP Interim Chair and workstream leads have devolved responsibility for approving responses to the questions on behalf of the Partnership. Responses will be brought back to the next meeting for awareness</p> <p>Please refer to decision log below for further information</p>	

5	Lincolnshire Coast 2100+	Simon Hughes & Andy Gutherson
5.1	<ul style="list-style-type: none"> • Presentation providing an overview of the current coastal vision strategy • It was acknowledged that the Environment Agency (EA), together with Lincolnshire County Council (LCC) and East Lindsey District Council (ELDC), would accelerate their work and update their strategy in collaboration with a contributing developer such as Nuclear Waste Services (NWS) • It was strongly emphasised that, in the absence of a contributing developer, the EA would not prioritise this work • The previous timeframe for deterioration of fixed assets was 50 – 100 years and this now reduced to 25 – 20 years • This adjusted timeframe has created a critical situation and has significant implications for the protection of the natural environment and habitats, agricultural land, economic development, housing, etc • NWS are covering the cost of the EA report, and the EA will be the procuring body (although they will not have any decision in where a GDF might be placed) • Noted that in the event of NWS withdrawing from the area, they would also exit the study and any associated work • Once the EA begin their reporting, the CP visioning workstream can keep the Partnership informed of progress 	
6	New Working Group	Simon Hughes
6.1	<ul style="list-style-type: none"> • Announcement made of the launch today (25th January) of a new Working Group in South Holderness, East Riding of Yorkshire 	
7	Programme of Activities – General Overview	Matt Swift
7.1	<ul style="list-style-type: none"> • Good progress made to date with initial aims and objectives established • Interactive workshop scheduled for 29th February 	
8	CIF Update	David Fannin
8.1	<ul style="list-style-type: none"> • Meeting held on 9th January which considered the work instructions and due diligence • Steps have been added into the workflow to ensure that all applications are assessed and rated according to the relevant criteria – this process to be approved in next meeting, 13th February • Acknowledged that further steps to be developed to improve the awareness of the public around the funding process • A significant number of applications have already been received 	
9	CP Meetings in Public	Nicky Kirkby
9.1	<ul style="list-style-type: none"> • Consideration needed around practicalities of holding CP meetings in public <p>Please refer to decision log below for further information</p>	

10	Proposed Engagement Plan for 2024 – Strategic Level	Sarah Fletcher
10.1	<ul style="list-style-type: none"> Owing to extended discussions around other agenda items, this paper has been deferred to the February meeting <p>Please refer to decision log below for further information</p>	
11	Co-opt Member Applications – to agree process and next steps	Interim Chair & Sarah Fletcher
11.1	<ul style="list-style-type: none"> Young person recruitment underway (for one co-opted role) Six other applications received so far (for the second co-opted role) Noted that there was a lack of diversity in the demographic of applicant, and discussion held around whether to proceed with interviewing current applicants or whether to extend / suspend the process <p>Please refer to decision log below for further information</p>	
12	AOB	Interim Chair - All
	<ul style="list-style-type: none"> Referenced that the newly appointed ‘Policy and Engagement Officer (Nuclear Energy)’ at LCC starts their role on 29th January Jamie Matear of Nuclear Waste Management Organisation, Canada is due to visit England again in the upcoming months CP Member requested if a future agenda item could be around CIF projects which have received multi-year funding, and for these organisations to share their progress and evidence that they have achieved their targets 	

Decision Log

Meeting Date	Minutes Reference	Item	Date Due	Date Actioned	Status	Comments
25.01.24	3	<u>Review of outstanding actions from previous meeting</u>				
	3.1	Site visits update – Preference is to coordinate visits in one block of time rather than several separate ones owing to busy work schedules, and to also visit sites which would provide the greatest learning opportunities	25.01.24	25.01.24	Closed	CP Members agreed

25.01.24	4	<u>Questions submitted by the public</u>				
	4.1	<p>For questions where an opinion is sought, follow option 1 (please see notes 4.1 above) – but with updates to expediate the process as follows -</p> <p>Communication and Engagement Workstream leads to draft response – for efficiency, this to be emailed to CP Members for their approval and response within a set timeframe (rather than waiting for the next CP meeting)</p> <p>For factual questions follow option 2 (please see notes 4.1 above)</p>	25.01.24	25.01.24	Closed	CP Members agreed
			25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	6	<u>New Working Group</u>				
	6.1	CP Members gave approval for NWS communications team to formally announce the launch of the new Working Group in South Holderness, East Riding of Yorkshire via online and other platforms	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	9	<u>CP Meetings in Public</u>				
	9.1	<p>Several questions were asked of the Partnership</p> <p>1. Will the CP require all meetings to be a ‘meeting in public’?</p> <p><i>Suggestion made that open meetings are held quarterly, the first one scheduled for March.</i></p>	25.01.24	25.01.24	Closed	CP Members agreed

		<i>Review after six months (September)</i>				
25.01.24	9.2	2. Does the CP want a two-part agenda to facilitate part public and part private meeting with public access? <i>No need for a two-part agenda</i>	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	9.3	3. Once meetings are in public, consider whether the inclusion of catering is appropriate. <i>No catering needed (for practical reasons)</i>	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	9.4	4. Would the CP prefer a pre-booked registration process or informal turn up on the day? <i>Provide a pre-booking option but stay flexible for those who turn up</i>	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	9.5	5. What would be the maximum number of attendees before the CP need to find another meeting space? <i>No definitive answer – suggestion made to hold the March meeting in Theddlethorpe Village Hall (subject to availability and Risk Assessment checks) and to assess numbers in attendance</i>	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	9.6	6. Does the CP want general questions from the public to be asked prior to, or during, the meeting?				

		<i>Allow questions to be asked for the first 15 minutes of the meeting with the option to submit further written questions which will be taken away for responses from NWS subject matter experts</i>	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	9.7	7. Would the CP like to include the option for the public to ask questions at the end of the meeting? These would be limited to agenda items on that day				
		<i>As question 6 above. In addition, provide feedback forms for the public to submit to NWS</i>	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	10	Proposed Engagement Plan for 2024 – Strategic Level				
	10.1	Owing to extended discussions around other agenda items, defer this paper to the February meeting	25.01.24	25.01.24	Closed	CP Members agreed
25.01.24	11	Co-opt Member Applications – to agree process and next steps				
	11.1	Decision taken to interview current applicants. This will involve holding an extra CP meeting as all Partnership Members would like to be included in this process	25.01.24	25.01.24	Closed	CP Members agreed

25.01.24	12	<u>AOB</u>				
	12.1	CP Members agreed to the newly appointed 'Policy and Engagement Officer (Nuclear Energy)' at LCC being invited to future CP meetings as an observer	25.01.24	25.01.24	Closed	CP Members agreed
	12.2	CP Members agreed to Jamie Matear of NWMO, Canada, joining a future meeting to share information about their Test of Public Support (ToPS)	25.01.24	25.01.24	Closed	CP Members agreed

Action Log

Meeting Date	Minutes Reference	Item	Date Due	Date Actioned	Status	Comments
21.09.23	7.1	Deputising for CP Members - Consider the guidance for recommendation 3	Spring 2024		Open	Updates to the CPA are in hand but the Community Partnership Agreement is being reviewed in line with Working in Communities Policy
21.09.23	7.1	Update the CPA to reflect the decision by CP Members to allow Co-opted Individuals a vote	Spring 2024		Open	Updates to the CPA are in hand but the Community Partnership Agreement is being reviewed in line with Working in Communities Policy
16.11.23	6.1	NWS to re-consider approach for sharing insights from site evaluation studies with CP. Share proposed approach with CP to enable Programme of Activities planning to continue	March 2024		Open	Matt Swift to liaise with Amy Shelton

14.12.23	9.1	NWS to evaluate the feasibility of the basic rail needs as revealed in the National Rail report and to also consider any potential Significant Additional Investment	March 2024		Open	Amy Shelton to provide a response
25.01.24	3.1	Investigate potential visit to Sellafield as a first choice and Drigg, if time allows Invite representative from Hinckley Point C to present at a future CP meeting	22.02.24		Open	Nicky Kirkby to provide an update in February meeting
25.01.24	9.1	Investigate the use of Theddlethorpe Village Hall to hold the first CP meeting in public – scheduled for March 2024	29.02.24		Open	Nicky Kirkby to action
25.01.24		Questions and answers from November 2023 to be sent to each enquirer by 29.01.24, then to be published on the website	09.02.24	09.02.24	Closed	Anneline Wilson to action
25.01.24		Questions from December 2023 to be followed up via the options in the decision log above, then to be sent to each enquirer and published on the website	22.02.24	16.02.24	Closed	Anneline Wilson to action
25.01.24		Questions from January 2024 to be distributed with immediate effect, according to options in the decision log above. Implement a	22.02.24	16.02.24	Closed	Anneline Wilson to action

		20 working day turnaround				
25.01.24	11	Consider a process to manage the interview process for the co-opted individual role on the Partnership and circulate to CP Members	09.02.24	19.02.24	Closed	Interim Chair
25.01.24	12.1	Invite the newly appointed 'Policy and Engagement Officer (Nuclear Energy)' at LCC to future CP meetings as an observer	30.01.24	30.01.24	Closed	Future CP meeting invitations have been forwarded via email