

DOUNREAY STAKEHOLDER GROUP

Minutes of the meeting held on Wednesday 7th March 2012 in the Pentland Hotel, Thurso.

Present:	Bob Earnshaw	DSG Chairman (Thurso Community Council)
	Alastair MacDonald	DSG Honorary member
	Cllr David Flear	Highland Council (DSG Vice-chairman)
	Anne Chard	Caithness West Community Council
	Trudy Morris	Caithness Chamber of Commerce
	Alan Scott	Caithness Contractors Consortium
	Thelma MacKenzie	Dounreay Unions *
	John Crowden	Thurso & Wick Trade Union Council *
	Roy Kirk	Highlands and Islands Enterprise
	Eann Sinclair	Caithness & NS Regeneration Partnership
	Koreen MacDougall	Caithness Partnership
	Cllr Willie Mackay	Highland Council *
	Ian Leslie	SGRIP *
	Ronnie Johnstone	Church of Scotland
	Rick Nickerson	Shetland Islands Council
	Harriet Bolt	Shetland Islands Council, Environmental (observing)
	Gordon Jenkins	North Highland College
	Steven Heddle	Orkney Islands Council
	Ian Webster	Buldoos Residents Group
	Andrew Commin	ERI
	Pauline Craw	Health Service
	Murray Lamont	North Highland Tourism
In addition:	Simon Middlemas	MD, DSRL
	Anna MacConnell	NDA *
	Peter Dickenson	ONR (DSRL)
	Roger Wilson	SEPA
	Lt Cdr Rory Stewart	MOD, Vulcan *
	David Mudie	Highland Council, Planning
	Roger Hardy	Babcock Dounreay Partnership (MD designate)
	Stuart Currie	DNSR (Vulcan)
	David Collier	External consultant
	June Love	DSG Secretariat, DSRL

MINUTES

1. WELCOME AND INTRODUCTIONS

Bob Earnshaw, DSG Chairman, welcomed everyone to the meeting. He noted that the Annual General Meeting had been held prior to the meeting and that both he and David Flear had been re-elected as chair and vice-chair respectively. He thanked members for their vote of confidence and looked forward to the coming year.

Bob noted that Andrew Commin, Environmental Research Institute (ERI) was attending his first meeting. In addition, Harriet Bolt, Shetland Islands Council's Environmental Advisor, was attending in an observer capacity. He also welcomed back Roger Hardy, Babcock Dounreay Partnership and reminded members that Simon Middlemas and his team remained in charge of the Dounreay site until the 2nd of April.

2. APOLOGIES

Apologies were received from the following:

- Derrick Milnes Thurso and Wick Trade Union Council *
- John Deighan Dounreay Unions *
- Brian Mutch SGRIP *
- George Farlow Highland Council
- Gail Ross Highland Council *
- Donnie Mackay Highland Council *
- Stephen Saunders ONR, Vulcan
- Michael Moreland MoD Vulcan *
- John Green Caithness Voluntary Group

[* denotes deputies in attendance].

3. MINUTES OF LAST MEETING

Bob Earnshaw stated that the minutes of the last meeting had been circulated to members in advance of the meeting - DSG(2011)M008 refers.

David Mudie, Highland Council Planning noted that he had attended the meeting in December. The secretary said that she would amend the minutes to reflect David's attendance (NB: the minutes have been amended to reflect David Mudie's attendance).

The minutes were accepted as a true record. This was proposed by Alan Scott and seconded by Trudy Morris.

Bob Earnshaw asked if members wished to raise any issues from the minutes.

Rick Nickerson noted that the action on Scottish Government with reference to the licensing of low level waste facility had been closed out. He stated he was disappointed to see this action closed as it was fundamental to the new low level waste facility at Dounreay. Simon Middlemas responded that there would come a time where the decision on whether the site was licensed would become critical. Nevertheless, the facility was being built in line with nuclear guidelines and the decision on licensing would come into effect when the facility was in operational phase.

Rick Nickerson asked what would happen if, when the facility is ready for operational use, it does not meet the regulations required for disposal of the waste. Simon Middlemas re-iterated that the facility was being built within the nuclear guidelines.

David Flear noted that while the action was closed out it had been agreed that this would be brought back to the table at the appropriate time.

Peter Dickenson, ONR, added that it was not just SEPA who would regulate the disposal facility as it falls under the health and safety regulations as well as environmental regulations. If it is licensed the licence conditions are already known. The question for site was whether they needed to undertake a gap analysis if it becomes a licensed site. He felt that if the site did this it would be helpful. He said that whether to licence or not may be more to do with insurance issues than safety issues.

Roger Wilson, SEPA, noted that the environmental performance of the facility would be monitored by SEPA. There was a draft authorisation being developed which would be discussed later in the meeting.

4. STATUS OF ACTIONS

Bob Earnshaw noted that a report on the progress of actions had been circulated to members in advance. Of note:

- **DSG(2010)M002/A012:** Eann Sinclair to develop a model on the economic impact and how this could be monitored to be shared with DSG and CNSRP Advisory Board.

Eann Sinclair noted that the study was in its final stages and final comments from the CNSRP Delivery Group were awaited before finalising the report. He expected that the final version would be available for the next DSG Socio Economic sub group meeting in April.

- **DSG(2011)M006/A033:** Roy Kirk to speak to George Farlow re potential local business for the supply of wood fuel.

Roy Kirk reported that he expected to meet with George Farlow shortly to discuss this issue.

- **DSG(2011)M008/A018:** June Love to invite Alan Ogg to come along tonight to provide a presentation on ETEC.

The secretary noted that this presentation had been deferred until the June meeting.

- From the last site restoration sub group meeting Roger Wilson was going to find out if SEPA intends to consult on the end state for the particle clean-up project off-shore.

Roger Wilson responded that he had received clarification from SEPA and they would not be consulting on the end state for the particles clean-up. He noted that SEPA would consider the end state through the radioactive contamination land regulations which does not require consultation. SEPA were continuing to take advice from the Particles Retrieval Advisory Group (PRAG(D)).

- **DSG(2011)M008/A002:** DSG Chairman to write to ONR seeking further clarification to action DSG(2011)M007/A043 (re risk assessments for nuclear shipments in relation to removal of the emergency tug vessels.

Bob Earnshaw reported that a letter had been sent to ONR seeking further clarification – DSG(2011)C272 refers. A response had been received on 14th February

(DSG(2012)C014 refers) which points to the Merchant Shipping Regulations and places the duties on the consignor.

Anne Chard said that felt that response received had been inadequate and requested that this issue be discussed at the next site restoration sub group meeting.

Rick Nickerson asked whether it would be useful to invite a representative from ONR (Civil Nuclear Security) to the next sub group meeting to allow a more detailed presentation on this subject. It was anticipated that the removal of the emergency tug vessels would happen in the next few months. There had been some discussion with the oil and gas sector to explore whether they could put some resource into the Northern Isles, however there were no plans in the short to medium term for the replacement of these vessels to cover the route from Scrabster to Sellafield (via the Minch).

It was agreed that DSG would write to ONR (Civil Nuclear Security) and to the Marine and Coastguard Agency to invite a representative to attend the next site restoration sub group to discuss more fully the response covering the removal of the emergency tug vessels.

Action: DSG(2012)M001/A001: Secretary to write to ONR (Civil Nuclear Security) and to the Marine and Coastguard Agency to invite a representative to the next site restoration sub group meeting to discuss response covering the removal of the emergency tug vessels.

No further issues were raised from the actions and Bob Earnshaw noted that all outstanding actions would continue to be progressed in a timely manner.

5. VULCAN UPDATE

Bob Earnshaw reported that at the last DSG meeting there had been a discussion on whether Rolls Royce would consider providing members with an operational update. This had been done and a written report had been received (DSG(2012)C017 refers).

Before discussing the Rolls Royce report Bob Earnshaw noted that, at the site restoration sub group meeting held in January, it had been reported that the plant was back up and running, the instrumentation update had been completed and the trials programme restarted.

The future of the site was ongoing and while there is no requirement to provide prototyping for the new reactor cores there were other operations which may be considered for the site in the future.

There had been no issues raised from the ONR or DNSR reports (DSG(2012)P005 and DSG(2011)P057 refers).

Rolls Royce reported that they were developing their business plan looking to the future and the growing nuclear programmes in the UK. Over the next five years these plans will mature options of what is next in terms of the skills in Caithness. Rolls Royce sees a significant positive future with both challenges and opportunities.

Rolls Royce are also continuing with the apprentice training programme and it was pleasing to note that there are 16 apprentices currently at Vulcan with a further 4 being recruited this year.

Bob Earnshaw invited Rory Stewart to provide a verbal update. Lt Cdr Stewart stated that there was little new to report. Core burn operations continue to programme and there had been no lost time accidents (LTAs) over the period.

Stuart Currie, DNSR (for Vulcan) added that DNSR continue with their site inspection programme and find that it remains a mature site with no significant issues identified. Stuart added that he was coming to the end of his term at Vulcan and introduced Ian Miller who would be taking over responsibility for inspecting the Vulcan site.

John Crowden noted that while it was useful to hear that Rolls Royce think there is a future in Caithness for business one of the things that has been stated is that MOD has a large workstream going ahead and it would be useful to write to the appropriate people to ask what commitment will be given to Caithness.

Action: DSG(2012)M001/A002: DSG to write to MOD to ask about their continued commitment to Caithness would be following the completion of existing trials programme.

Lt Cdr Stewart responded that, at this time, there was a programme of work to progress and meetings were taking place to consider the options post operations. While the new programme has no requirements for prototyping, there would be opportunities within the engineering and technology sectors required to support the development of that programme.

Roy Kirk welcomed the comments made and stated that it was absolutely appropriate to ask MOD about their commitment to Caithness.

6. BUSINESS MEETING UPDATE

Bob Earnshaw noted that he did not intend to go through the business meeting in any great detail. The minutes – DSG/BM(2012)M001 – had been circulated in advance to all members. The business meeting had concentrated mainly on the AGM and agenda setting for this meeting.

No issues were raised from the minutes.

For completeness the actions raised at the business meeting are recorded below:

DSG(2012)M001/A003: Secretary to email links to HITRANS Caithness Internal Transport study to Bob Earnshaw.

DSG(2012)M001/A004: Secretary to put emergency planning onto agenda for next site restoration sub group meeting.

DSG(2012)M001/A005: Secretary to request NDA to provide a presentation to DSG on 7th March on Exotic fuels.

DSG(2012)M001/A006: Secretary to organise meeting between DSG Chairman and Chair of Buldoo Residents Group to discuss close out of LLW actions placed on DSG.

DSG(2012)M001/A007: Bob Earnshaw to comment on chairman's report for AGM by 24th February 2012.

DSG(2012)M001/A008: Secretary to issue paperwork for AGM to all DSG members.

DSG(2012)M001/A009: Secretary to speak to Anne Chard re availability to attend INSOTEC Stakeholder Seminar on 21st/22nd March 2012.

- **DSG Review – interim findings**

Bob Earnshaw introduced David Collier, external consultant, who was in attendance to present the interim findings of the DSG review he had carried out (DSG(2012)C023 refers).

Following the presentation, questions were invited.

- Rick Nickerson thanked David for his presentation and welcomed the piece of work carried out. He reflected on his 18 years of involvement with the Dounreay site, firstly with the Dounreay Local Liaison Committee and latterly with DSG. He felt Shetland Islands Council's engagement had been constructive in terms of challenging the status quo. He also added that the transparency of information had come a long way and he recommended DSG keep up the good work.
- Ronnie Johnstone agreed that the presentation had been interesting and worthwhile. He noted that it had been highlighted that members should be tougher on oversight issues. However, as the presentation said, members of DSG were not regulators and sometimes it was difficult for lay people to ask the right questions. David Collier responded that it was a challenge, but the sub groups work well because there is more opportunity to have a longer debate over a particular issue.
- Stuart Currie, DNSR stated that Rick Nickerson had brought up a valid issue, and the DSG did need to challenge site and regulators. At times it was difficult to respond to a question directly, especially if it was of a technical nature, and it would be useful to have questions in advance of meetings so that responses could be prepared.

Bob Earnshaw responded that usually questions would be raised through sub groups with actions being placed if a response was not forthcoming at the meeting. It did not mean that members needed to wait three months for a response as actions were progressed through correspondence as well as at meetings.

As there were no further issues, Bob Earnshaw thanked David Collier for this presentation. Bob noted that he would receive the final report from David by the end of March. This would be discussed at the next business meeting, where the way forward would be discussed and proposals would be put to the full DSG membership members.

7. SITE RESTORATION SUB GROUP

Bob Earnshaw noted that Cllr George Farlow had tendered his apologies. He invited David Flear to provide the update from the site restoration sub group meeting.

Cllr David Flear noted that the sub group had met on the 18th January – DSG/SRSG(2012)M001 refers. The minutes had been circulated to members in advance of the meeting. Of note:

- The response from ONR with regards the emergency tug vessels had been discussed earlier.
- DSRL had provided an update on the fault in WRACS – which compacts the low level waste drums. While the repair will take quite a long time DSRL had assured DSG that this will not affect the decommissioning programme as drums of waste will continue to be assayed and characterised and stored until the supercompactor is repaired. ONR and SEPA were both satisfied with the approach being taken by DSRL.
- DSRL (and Vulcan) have both completed a review of the final ONR report on Fukushima in October. Twelve additional actions were identified for Dounreay and this had resulted in an expanded response. An updated response will be provided by June 2012.
- Continuing on Fukushima, David Flear and June Love had attended the Aarhus Convention workshop in Luxembourg in February which considered stakeholder input into the Fukushima incident.

Cllr Flear stated it had been interesting to find the differences between working with regulators and site management in this country compared to the Japanese Government. He felt that attendance had been useful and further noted that there had been no-one else in attendance from the UK.

- A number of security enhancements were nearing completion on the Dounreay site.
- DSG had been provided with a copy of DSRL's procurement approach with regards to socio economics.
- Landfill 42 project was progressing well. SEPA had been heavily involved in the remediation project and DSRL will put in place a two year monitoring programme before they can surrender the application.
- The Particles Retrieval Advisory Group (PRAG(D)) had held detailed discussions on the numbers of particles predicted and provided information on the planned coverage for 2012. Beach monitoring has continued and information on the unusual particle found on Sandside had been circulated to members. DSG had asked SEPA whether they planned to consult on the end state for the off-shore work.
- An update on the low level waste project had also been provided. The Buldoo representative had not raised any issues at that time. Following the sub group

Endorsed at DSG held on 13th June 2012

meeting members were informed that the first blast for the new facility took place on the 1st February.

Simon Middlemas confirmed that two blasts had taken place so far with a third blast scheduled for the 8th March. Feedback had been received from a number of residents with mixed views as to the impact of the blasts.

ONR reported:

- New guidance had been issued to sites on notifying and reporting incidents and events occurring on licensed nuclear sites.
- The final report on Fukushima revealed no fundamental safety weaknesses in the UK's nuclear industry.

SEPA reported:

- The development of a new authorisation template for the disposal of low level waste was ongoing which would be the subject of consultation later this month. Roger Wilson had agreed to provide DSG members with a brief presentation (see agenda item 8).
- SEPA has appointed a new Chief Executive – Professor James Curran.

NDA reported:

- David Batters had been appointed as interim Chief Executive. It had subsequently been announced that John Clarke has now been appointed as Chief Executive.
- NDA provided Highland Council with a presentation on plans to transport DFR breeder fuel and the credible options for the Exotic fuel. DSG members were currently considering the options paper for Exotics. A presentation was provided to DSG members (see agenda item 9).
- DSG had responded to the NDA on its draft business plan and is currently awaiting a response from questions raised.

Cllr David Flear then invited verbal updates from the following:

DSRL: Simon Middlemas reported:

- Following a run of 615 days without a lost time accident a person slipped in the shower and broke a toe resulting in time off work.
- Blasting was now underway for the new low level waste facility – one or two of the neighbours had voiced concerns not least because the lambing season had started. DSRL was trying to balance this with getting on with the job.

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- The recent storms had caused considerable damage on the site and were currently looking at an insurance bill of £600K.
- A drop in session was being organised for Monday 12th March in Forss Hall to outline plans for a new firing range for the Civil Nuclear Constabulary. Planning permission will be sought for a new 8 lane, 50m range which will be located at the Forss Business Park. Following its operational use there may be potential for community use if required in the future.

SEPA: Roger Wilson reported:

- SEPA had written to DSRL in relation to the unusual particle found at Sandside beach. SEPA was currently awaiting a response.

ONR: Peter Dickenson reported:

- No issues were raised by ONR and it was business as usual.

NDA: Anna MacConnell reported:

- The new NDA CEO has been confirmed as John Clarke who will take up post on 2nd April. His first official duty would be to attend the share transfer event on the 2nd.
- The transition period is coming to a conclusion following a period of due diligence and share transfer will take place at the end of March. To mark the occasion the NDA and Babcock Dounreay Partnership (BDP) are hosting two linked events on 2nd April. An on site-event to mark successful completion of the PBO competition will be attended by Richard Lochhead, Scottish Government's Environment Minister and Michael Moore, UK Government's Secretary of State for Scotland.

Also in attendance will be the NDA and BDP Executive, the regulators and other key stakeholders. The ministers and other VIPs will be taken on a site tour looking particularly at the fuels transfer area and then there will be a small ceremony to mark the occasion, hopefully with press attendance. As the event is being held on site numbers are limited for this part of the event.

In the evening there will be a second event held in ETEC, North Highland College, aimed at celebrating BDP's success in winning the contract. This will have a wider invitation list, including all members of DSG. The event will also be used to launch the Chamber of Commerce's exciting new competition to encourage new business and innovation in the area (sponsored by the NDA). NDA and BDP Executive will be there.

Cllr David Flear then invited members if they wished to raise any issues.

- John Crowden noted that Johnston Controls had been given a two year extension to their site contract. However the timescale did not allow JCI to recruit new apprentices given the timescale. John asked if JCI employed apprentices for the 2 year period and were not successful in further extending their contract would NDA or DSRL consider honouring apprentices which are already in the system.

Simon Middlemas confirmed that the contract had been extended to allow the transition of the new PBO and it would be up to the new PBO to consider its procurement strategy moving into the future.

It was agreed that the issue of apprentices would be taken forward with JCI.

Action: DSG(2012)M001/A010: DSG to write to JCI to explore ways of continued recruitment of apprentices.

- Steven Heddle asked SEPA if he could provide more information on the unusual particle find at Sandside.

Roger Wilson responded that it was difficult to identify the origin. What was known was that the particle was made up of strontium 90 which does not have an associated gamma radiation but has some energetic beta radiation. Beta radiation interacts with the surrounding material and generates x-rays. It was the x-ray that was picked up by the detector system. Once further details are available DSRL and SEPA will discuss with the Particles Retrieval Advisory Group and report back at the appropriate sub group meeting.

- Steven Heddle asked, when SEPA was determining the end state for the particles project under the contaminated land regulations, how far into the ocean does this cover. Roger Wilson said he could not answer that but would take an action and provide a response at the next sub group meeting.

Action: DSG(2012)M001/A011: Roger Wilson to clarify how far into the ocean does the contaminated land regulations cover.

No further issues were raised.

For completeness the actions raised at the site restoration sub group meeting are recorded below:

DSG(2012)M001/A012: Secretary to circulate response from Rolls Royce and MOD to questions raised on the future of the Vulcan site.

DSG(2012)M001/A013: Secretary to provide a copy of ONR's report on Fukushima in time for Aarhus Convention workshop to David Flear.

DSG(2012)M001/A014: Tony Wratten to confirm whether more accurate figures on contractor numbers working on the site could be provided given the enhancements made for entry onto the site.

DSG(2012)M001/A015: DSRL to provide DSG site restoration sub group with copy of procurement approach at DSRL with regards to socio economics.

DSG(2012)M001/A016: SEPA to attend DSG in March to provide information on low level waste draft authorisation consultation.

DSG(2012)M001/A017: Roger Wilson to provide a copy of SEPA's response to Scottish Hydro Electric Transmission Ltd consultation for a 132 KV subsea connection between Orkney and Caithness.

DSG(2012)M001/A018: Roger Wilson to find out if SEPA intends to consult on the end state for the particle clean-up project off-shore.

DSG(2012)M001/A019: June Love to circulate information on NDA's forthcoming engagement on site end states.

DSG(2012)M001/A020: June Love to email all DSG members setting out timeline for responses to NDA draft business plan.

8. SEPA'S CONSULTATION ON LOW LEVEL WASTE AUTHORISATION

Roger Wilson stated that the consultation on the low level waste authorisation was work in progress. The outline he was about to provide was very similar to that given at the site restoration sub group meeting on the 18th January 2012.

The major part of the work will be informed by the decision document which will lay out how SEPA will authorise the facility. The decision document will be quite lengthy.

Roger emphasised that this was six years of ongoing detailed work from both DSRL and SEPA and trying to summarise the extent and thoroughness of this work was not an easy balance to make.

DSRL's application was over 300 pages long and is underpinned by a performance assessment of similar length which describes how the facility will perform which has also been a very significant piece of work.

The decision document will be split into 9 sections including a non-technical summary.

SEPA will go through its determination systematically and describe how they think DSRL's application performs against this.

The authorisation is essentially bespoke and has been altered to suit this particular facility. The Environmental Safety Case is key to the facility and will be considered under the review. The design and construction has set standards which DSRL will need to comply with.

- Rick Nickerson asked what the consultation will consist of. Roger Wilson responded that it would be an open consultation commencing at the end of March.
- Roger Wilson also noted that the Environmental Safety Case forms part of the consultation and DSRL had published all the information on its' website.

No further issues were raised and Cllr David Flear thanked Roger for his input.

9. PRESENTATION ON DOUNREAY'S EXOTIC FUELS

Bob Earnshaw noted that the next agenda item was for NDA to provide the group with a presentation on Dounreay's Exotic fuels. Due to illness, Stuart Chalmers could not attend the meeting and Simon Middlemas, DSRL had agreed to provide the presentation on behalf of the NDA.

Simon Middlemas stated that this was an NDA presentation and the NDA were currently engaging on this topic. He emphasised this discussion was about fuels and not waste.

The presentation was provided – DSG(2012)C024 refers.

- Bob Earnshaw noted that DSG were currently considering a response to the Credible options for Dounreay's Exotic fuels and thanked Simon Middlemas for providing the presentation. He asked members to consider this information and provide comment to the secretary to allow her to finalise the response.
- Rick Nickerson asked whether the regulators or NDA determines the definition of whether it is a fuel rather than a waste. He understood that if the material goes to Sellafield it would not be reprocessed but stored on the Sellafield site. In his opinion that would determine the material as waste. Simon Middlemas responded that this was fuel.
- Anna MacConnell thanked Simon Middlemas for giving the presentation at very short notice. She noted that this was an important issue and encouraged views to be made to the NDA. She also noted that Andrew Sumners (Direct Rail Services) would be meeting with the Chamber Board to discuss developments at Georgemas for the transportation of DFR breeder fuel to Sellafield.
- Rick Nickerson stated that DSG members should consider the issues around strategy, finance and security when drafting their response. He also pointed out that there were no environmental conditions featured in the NDA document.
- David Flear noted that NDA were attending a SCCORS meeting on the 23rd March to present the credible options.

10. **SOCIO ECONOMIC UPDATE**

Cllr David Flear provided the update. The sub group had met on 18th January – DSG/SESG(2012)M001 refers. The minutes had been circulated to members in advance of this meeting. The following was reported:

- DSRL's socio economic development plan for 2012/13 was discussed. The plan will be submitted to NDA by the 31st March 2012 and following NDA approval will be published.
- The Berriedale braes alignment project continues and discussions had been held with various organisations with regards to the next steps to ensure that the project is "shovel ready".

Koreen MacDougall, Caithness Partnership noted that discussions were ongoing with Transport Scotland and other key stakeholder. There had been good co-operation with

HITRANS, NDA, Caithness Partnership, Highland Council and others in taking this forward and it was looking much more positive than it had sometime ago.

Alastair MacDonald noted that the roads coming north were in a terrible condition as opposed to those south of Inverness. Koreen MacDougall replied that she had received complaints of a similar nature. It was agreed that Koreen MacDougall would take this forward at the next Caithness Transport Forum meeting.

Action: DSG(2012)M001/A021: Koreen MacDougall to raise the issue of the roads north of Inverness at the next Caithness Transport Forum.

- A number of community fund requests had been endorsed and the criteria and rules for this fund are currently under review. These will be taken forward in April.
- From the Caithness and North Sutherland Regeneration Partnership (CNSRP) report (DSG(2012)P002 refers).
 - Scrabster was one of the 14 sites announced as an enterprise area.
 - HC, Orkney Council and HIE had met with DECC to discuss the Marine Energy Park and John Thurso, MP would continue to take the lead in this matter.
 - HITRANS study on the internal transport infrastructure has now been published.
- The Caithness Chamber of Commerce reported that:
 - The Town Centre Development project was progressing well and the Spend it Here loyalty card was proving a great success.
 - An oil and gas directory had been published and development of a renewables directory as well as a food and drink directory were in progress.
 - The Chamber's website had been revamped.
 - A supply chain workshop on intellectual property and assets had been held in February.
- From the NDA a decision on the archives is still awaited.

Anna MacConnell stated that over the last 12 months an extensive piece of work to determine the scale of records across the NDA estate had been undertaken. This information was a key input into the development of the NDA's strategy for long term records management. Having completed this work, the NDA has concluded that a physical archive should form a central plank of its records management strategy and is able therefore to re-affirm its commitment to the development of an archive to be built in Wick.

The next phase of the project is to build a robust business case that will set out the scope and costs of the project and explore means of funding. A national archive had not been funded in the most recent spending round which covered four years (of which is about to enter the 2nd year) therefore a business case must now be devised that will

support its delivery sooner rather than later. That is a challenge in the current economic climate with lots of other calls on NDA funding.

David Flear stated that he hoped that the business case would not take as long as the review of records. The archives had been originally announced about six years ago and there had been numerous delays. The building of a central archive would, overtime, save NDA money. He asked what the expected timescale was for the development of a business case. Anna MacConnell agreed to provide DSG with a timescale.

Action: DSG(2012)M001/A022: Anna MacConnell to provide information on the expected timescale for developing a business case for the National Nuclear Archives.

- DSRL had recently commissioned a report to consider the skills required for the maintenance and operational requirements for the renewables industry.
- North Highland College had become a training provider for the Nigg Training Academy.
- DSG had written to Tesco's asking about progress with the new site at the old mart – a response is still awaited.
- DSG had also written to CNSRP Executive Board chairman asking if the Board had considered bidding for the Green Investment Bank. A response had been received stating that it had been felt that Caithness did not have the financial capability to bid for this work. (DSG(2012)C020 refers).
- DSG representatives had met with the Crown Estates and followed these discussions up by writing a letter setting out the actions agreed going forward. (DSG(2012)C003 refers). A response is still awaited.
- Follow up discussions with Scottish Development International had also taken place.
- DSG followed up earlier contact with Fergus Ewing, MSP and as a result DSG will host, alongside the Chamber and CNSRP, the visit of the minister on the 12th March.

Cllr Flear then invited verbal updates. Of note:

CNSRP: Eann Sinclair reported:

- A meeting will take place next week regarding the Marine Energy Park. Colleagues are meeting up with the Southwest who have just produced a prospectus. It is hoped that this will be launched in the summer and John Thurso, MP had been heavily involved in making this happen.
- Eann Sinclair would be meeting with the Crown Estates next week and would explore better engagement with them via the CNSRP Advisory Board.

- Fergus Ewing, MSP would be visiting Caithness on the 12th March. A series of visits and meetings had been organised.
- At the last CNSRP Advisory Board, members were provided with an update on jobs. As of the end of January, up to 115 full time equivalent jobs had been created or retained. Looking forward at the 3 year projections of 200-400 jobs created/retained the job numbers were on track.

HIE: Roy Kirk reported:

- Over the past year, Simon Coles, Babcock had been seconded part-time to HIE to assist with inward investment. The Caithness Ambassadors were starting to bear results with 8-9 referrals of potential investment being made. HIE appreciates the work of the Caithness Ambassadors and Simon Coles.
- The meetings with SDI had been useful and Roy thanked DSG for their involvement. HIE are working with SDI to develop a skills based approach because it is apparent that companies are looking skills.

Caithness Chamber of Commerce: As Trudy Morris had to leave the meeting early she provided a written update which the secretary reported:

- The Chamber held a successful event at the Food & Drink sector on 2nd February with just under 70 attendees. As a result of some of the discussions at this event, the Chamber with funding support from DSRL, will be looking at producing a Food and Drink directory and organising a Food & Drink marquee at the Wick Harbourfest in June to promote and showcase the sector to both community and visitors.
- The "Have your Say" questionnaire on the towns was launched in February and so far there have been 135 responses. The questionnaire is seeking to update shopping habits collated in the 2007 HIE Retail Study as well as getting feedback on what the community and tourists think of the shopping experience in both towns.
- The Chamber will be attending the Visit Scotland Expo again in April and has been speaking to Natural Retreats about showcasing the new development at John O'Groats. It will also be hosting a traditional ceilidh on the first evening of the exhibition with local produce and producing a tourism brochure for the event showcasing it members and the areas with support from DSRL.
- Numbers are steadily increasing through the Make the Right Connections programme with a variety of training assisting companies in their diversification plans and those at risk of redundancy. A number of sessions are planned on site to raise awareness of the programme. Capability reviews have been undertaken on a number of tourism businesses and training needs will be analysed.
- The launch of the Young Chamber will be announced at the opening of the new ETEC building in May. The first event will be an Enterprise Day, which will be held in June 2012. The event has been awarded £3000 funding from DSRL and will be led

NDA: Anna MacConnell reported:

- A top up of £350,000 to the North Highland Regeneration Fund had been agreed to keep the Fund in capital while loan repayments continue. Since its inception the Fund has helped companies in the area secure or create a number of jobs. The Managing Agent contract, currently held by Newpark Management Ltd, is being re-tendered and 4 organisations have expressed an interest in tendering.
- The Caithness & North Sutherland Fund (CNSF) recently awarded a first round of grants to community projects totaling over £102,000. The CNSF directors assessed applications on the 3rd of February and funding is to be given to 8 voluntary and community groups in the Caithness & North Sutherland area for projects that help improve the attractiveness of the area as a place to live, work and invest. The grants include Dunnet Forestry Trust being awarded £14,248 towards the construction of a log cabin woodland shelter in Dunnet Forest and Wick Harbourfest Committee also received £20,000 towards the Wick Diamond Jubilee Harbourfest event to be held at Wick harbour in June 2012. Full details of all the projects to be funded will be published on the CNSF website. Closing date for the next round of funding is 6th April and quarterly thereafter.

North Highland College: Gordon Jenkins reported:

- The Engineering, Technology and Energy Centre (ETEC) was now in its' snagging phase.
- The College was facing an 8.4% cut in funding on top of the 10.3% cut last year. NHC has been working with Nigg Skills Academy looking to become a training provider for this facility.
- European funding has been secured for 7 projects, 4 of which would be located in NHC to the sum of £1.46M.
- An inspection of NHC had taken place last week. The results are expected shortly.

Cllr David Flear stated that if anyone had not visited the new ETEC building it was very impressive and worth a look.

John Crowden noted that the job numbers looked reasonably stable in Thurso while Wick was a little lower. Eann Sinclair responded this was similar to previous figures and was pleased to see that both Thurso and Wick remained below the Scottish and Highland figures. He also added that the draft socio economic study showed there were more business start-ups in the area.

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Cllr Flear also noted that there were some major capital projects coming up with plans to build two new primary schools, Wick high school, HC offices and potentially the new archives. This would be good news for local construction companies.

For completeness the actions raised at the socio economic sub group meeting are recorded below:

DSG(2012)M001/A023: Secretary to tidy up Dounreay Community Fund rules and application form and send to members for endorsement by correspondence.

DSG(2012)M001/A024: DSG to write to Tesco to ask them what progress was being made on the new build at the railway station.

DSG(2012)M001/A025: Members to provide the secretary with comments on the NDA business plan by the 27th January 2012.

DSG(2012)M001/A026: Secretary to circulate website link to the Submarine dismantling project.

DSG(2012)M001/A027: Secretary to speak to HIE to invite SDI back to Caithness.

DSG(2012)M001/A028: Secretary to invite Richard Stoneham to next sub group meeting to provide an update on the Pensions Office.

DSG(2012)M001/A029: Secretary to draft letter to Crown Estates following up discussions held on the 18th January 2012.

DSG(2012)M001/A030: Secretary to contact Meygen to confirm whether they were planning to set up an office in Inverness.

11. QUESTIONS FROM MEMBERS OF THE PUBLIC

Bob Earnshaw invited questions from members of the public.

- Tor Justad, Ross-shire, introduced himself and stated he was attending the meeting to raise some points on the transportation of fuel. From a personal basis, he was opposed to transporting fuels to Sellafield and this was also opposed by the Nuclear Free Local Authorities (NFLA), The Green Party and Friends of the Earth. He questioned how transporting hazardous material was safer than storing the fuel on site. He expected that Councillors would want to see new employment in the area as jobs would be at a premium by retaining the fuel on site. He emphasised that he believed that it was far safer to store the fuel on site than to transport it 100s of miles away.

The transport infrastructure (considering this between Kinbrace and Forsinard) was not particularly good and he asked how the emergency services would deal with an accident on the rail track.

He noted that, at the Highland Council discussions, there had been reference to few accidents relating to nuclear fuel transport. He pointed out there had been accidents and this could have severe consequences for the local population. He had been

surprised that the only question raised at Highland Council was a question on why it was classed as exotic fuel.

Tor, went on to say, he felt that the NDA's credible options paper was not particularly informative and felt it was making the case for transportation in any shape or form with the underlying reason being the £100m's of savings which can be made. While he recognised that there would be a legacy, in the form of a crane, which could potentially be used for other civil uses he felt the investment was not enough.

He asked that his comments be noted and added that transporting fuel could involve human error. Looking along the route proposed the train will go through populated areas, near to schools. His view was that the fuel should remain stored safely on the Dounreay site.

Bob Earnshaw thanked Tor for his comments. He noted that several points had already been raised and would be included in the DSG's response to NDA. He stressed that this was an important issue and urged members to provide the secretary with any further comments or issues to be raised as soon as possible.

Anna MacConnell recommended that if anyone had issues to be raised they should submit a response to the NDA's engagement.

12. **ANY OTHER BUSINESS**

Bob Earnshaw noted the following:

- Representatives of DSG had met with George Burgess and Stuart Hudson of Scottish Government Radwaste team on 8th February. Topics for discussion included fuels, transport, archives and the new PBO contract. Stuart Hudson intimated that he would be returning to SEPA and Stuart's replacement would be identified shortly. It was agreed that DSG would write to Stuart Hudson thanking him for his involvement in DSG.
- The chairman had been invited to take part in a speaker's panel at a supply chain conference to be held in June to respond to questions on stakeholder engagement.
- DSG has received an invitation to discuss Socio-Technical Challenges of Long-Term Radioactive Waste – This is a European research project with stakeholder involvement. The first workshop takes place in a week and the invitation had declined the invitation due to the short notice of the workshop. A response had been sent asking that DSG be kept informed of progress.
- DSG had also received an invitation to take part in Scottish Government's higher activity waste policy – implementation strategy. One representative from the three Scottish Site Stakeholder Groups had been invited to sit on the Technical Advisory Group and will also involve Scottish Government, SEPA, NDA, ONR, SCCORS, CoRWM, Magnox, DSRL and Babcock. These meetings will be held every 6-8 weeks. The Hunterston SSG chairman had offered to represent the SSGs at this. DSG was considering this suggestion.

Bob Earnshaw then invited members to raise any other business.

- Rick Nickerson stated that this was likely to be his last meeting since he would not be standing for Council at the next elections. He noted he had been involved with Dounreay since 1994 and he recognised that sometimes Shetland's interactions had not been flavour of the month but there had also been times when Shetland had engaged constructively.

He had been involved with the particles stakeholder process and fully supported the low level waste consultation. He thanked Dounreay management and its predecessors for visiting Shetland to discuss certain issues over the years.

He also thanked members and observers of the DSG stating that he was sure that some process would change in the coming months. He urged DSG to keep up the good work and continue to provide value for money.

Bob Earnshaw thanked Rick for his kind words. He thanked all members and observers who had regularly attended the meetings and played an active role over the last few years. He noted that with the local elections taking place in May there was likely to be more changes to the membership. He emphasised that the group was made up most of volunteers who gave up their time freely to support the socio economic activities and scrutiny of the site operations and he was grateful for everyone's input.

He also stated that DSG was grateful to the NDA and DSRL for the budget they provide to allow DSG to carry out its' remit and he was pleased that the group consistently comes in under budget. He stated that DSG will continue to consider its activities to ensure they are of use and that value for money continues.

Before closing the meeting Bob Earnshaw noted that DSG had made a small exception this evening and invited everyone to join him in a glass of wine to mark Simon Middlemas' departure as Managing Director of DSRL.

Before turning to Simon, Bob presented Rick Nickerson with a small token of appreciation of his involvement to DSG (and formerly DLLC) over the years.

Bob Earnshaw officially closed the meeting.

Post meeting note:

Following the meeting, those attending were invited to join the chair for small refreshment. The occasion was to thank Simon Middlemas, Managing Director, DSRL for his input to DSG since its inception and to his leadership within the Dounreay site. Bob also thanked Simon for his commitment and dedication to the local community and wished him every success with his new job.

Simon Middlemas thanked everyone for the gift received and wished everyone well for the future.

Bob Earnshaw
DSG Chairman

Endorsed at DSG held on 13th June 2012

11th March 2012

ACTIONS ARISING FROM THIS MEETING

DSG(2012)M001/A001: Secretary to write to ONR (Civil Nuclear Security) and to the Marine and Coastguard Agency to invite a representative to the next site restoration sub group meeting to discuss response covering the removal of the emergency tug vessels.

DSG(2012)M001/A002: DSG to write to MOD to ask about their continued commitment to Caithness would be following the completion of existing trials programme.

DSG(2012)M001/A003: Secretary to email links to HITRANS Caithness Internal Transport study to Bob Earnshaw.

DSG(2012)M001/A004: Secretary to put emergency planning onto agenda for next site restoration sub group meeting.

DSG(2012)M001/A005: Secretary to request NDA to provide a presentation to DSG on 7th March on Exotic fuels.

DSG(2012)M001/A006: Secretary to organise meeting between DSG Chairman and Chair of Buldoo Residents Group to discuss close out of LLW actions placed on DSG.

DSG(2012)M001/A007: Bob Earnshaw to comment on chairman's report for AGM by 24th February 2012.

DSG(2012)M001/A008: Secretary to issue paperwork for AGM to all DSG members.

DSG(2012)M001/A009: Secretary to speak to Anne Chard re availability to attend INSOTEC Stakeholder Seminar on 21st/22nd March 2012.

DSG(2012)M001/A010: DSG to write to JCI to explore ways of continued recruitment of apprentices.

DSG(2012)M001/A011: Roger Wilson to clarify how far into the ocean does the contaminated land regulations cover.

DSG(2012)M001/A012: Secretary to circulate response from Rolls Royce and MOD to questions raised on the future of the Vulcan site.

DSG(2012)M001/A013: Secretary to provide a copy of ONR's report on Fukushima in time for Aarhus Convention workshop to David Flear.

DSG(2012)M001/A014: Tony Wratten to confirm whether more accurate figures on contractor numbers working on the site could be provided given the enhancements made for entry onto the site.

DSG(2012)M001/A015: DSRL to provide DSG site restoration sub group with copy of procurement approach at DSRL with regards to socio economics.

DSG(2012)M001/A016: SEPA to attend DSG in March to provide information on low level waste draft authorisation consultation.

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DSG(2012)M001/A017: Roger Wilson to provide a copy of SEPA's response to Scottish Hydro Electric Transmission Ltd consultation for a 132 KV subsea connection between Orkney and Caithness.

DSG(2012)M001/A018: Roger Wilson to find out if SEPA intends to consult on the end state for the particle clean-up project off-shore.

DSG(2012)M001/A019: June Love to circulate information on NDA's forthcoming engagement on site end states.

DSG(2012)M001/A020: June Love to email all DSG members setting out timeline for responses to NDA draft business plan.

DSG(2012)M001/A021: Koreen MacDougall to raise the issue of the roads north of Inverness at the next Caithness Transport Forum.

DSG(2012)M001/A022: Anna MacConnell to provide information on the expected timescale for developing a business case for the National Nuclear Archives.

DSG(2012)M001/A023: Secretary to tidy up Dounreay Community Fund rules and application form and send to members for endorsement by correspondence.

DSG(2012)M001/A024: DSG to write to Tesco to ask them what progress was being made on the new build at the railway station.

DSG(2012)M001/A025: Members to provide the secretary with comments on the NDA business plan by the 27th January 2012.

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DSG(2012)M001/A029: Secretary to draft letter to Crown Estates following up discussions held on the 18th January 2012.

DSG(2012)M001/A030: Secretary to contact Meygen to confirm whether they were planning to set up an office in Inverness.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

DSG(2010)M002/A012: Eann Sinclair to develop a model on the economic impact and how this could be monitored to be shared with DSG and CNSRP Advisory Board. Action ongoing – final draft received in February 2012.

DSG(2011)M006/A033: Roy Kirk to speak to George Farlow re potential local business for the supply of wood fuel. Meeting arranged for early August.

Endorsed at DSG held on 13th June 2012

DSG(2011)M008/A018: June Love to invite Alan Ogg to provide the Engineering, Technology and Energy Centre (ETEC) presentation to the full DSG meeting in March. *Action ongoing – this has been deferred until June 2012 meeting.*

DSG(2011)M008/A026: DSG to send Nicola Sturgeon details of Dunbar hospital.

ACTION COMPLETED

DSG(2010)M001/A001: Stuart Hudson to update DSG on low level waste issues relating to policy (and including licensing issues) at the appropriate time. Action complete – Latest updates can be found under DSG(2011)C165 and DSG(2011)C248. At the meeting on 14th December it was agreed that this action could be closed out as this was a long term issue. ONR would bring back to the table at the appropriate time.

DSG(2011)M007/A009: Secretary to circulate draft aims and objectives of DSG review to DSG working group for comment. Once finalised the draft paper will be circulated to all DSG members for endorsement. Action complete – draft paper went to working group for comments on 21st August 2011 and then circulated to all members for views. Subsequently endorsed by DSG Socio Economic and Site Restoration sub group meetings on 2nd November 2011.

DSG(2011)M008/A001: DSG Chairman to write to Rolls Royce asking them to reconsider their membership with DSG, including questions raised from the recent announcement of the future of Vulcan. Action complete.

DSG(2011)M008/A002: DSG Chairman to write to ONR seeking further clarification to actions DSG(2011)M007/A043 (re risk assessments for nuclear shipments in relation to removal of the emergency tug vessels. This letter should be copied to Michael Foxley, Highland Council, who was leading a working group on the removal of the emergency tug vessels. Action complete – DSG(2011)C272. Response received on 14th February – see DSG(2012)C014.

DSG(2011)M008//A003: DSG Chairman to write to Deirdre Henderson to ask that Buldoo Residents Group consider alternative representation at DSG site restoration sub group meetings. Action complete.

DSG(2011)M008//A004: Secretary to request the LLW project team to provide information on the proposed geo-sphere enhancements. Action complete.

DSG(2011)M008/A005: George Farlow to provide Secretary with forthcoming dates for Highland Council and CHP meetings to ensure co-ordination between meetings. Action complete.

DSG(2011)M008//A006: Secretary to consider dates for 2012/13 for DSG and sub group meetings taking on board dates from various meetings including Highland Council and CHP. Action complete.

DSG(2011)M008/A007: DSG chairman to write to NDA asking for clarification at the earliest opportunity whether the preferred bidder wishes to attend DSG. Action complete.

Endorsed at DSG held on 13th June 2012

DSG(2011)M008/A008: Secretary to draft response to David Collier providing the required information to allow the DSG review to commence on the 14th December. Action complete – DSG(2011)C268 refers.

DSG(2011)M008/A009: Martin MacDonald, Scottish Government to send Secretary website link to site designation information. Action complete - <http://www.nda.gov.uk/documents/upload/Directions-to-NDA-in-respect-of-the-Dounreay-Disposal-Facility.pdf>

DSG(2011)M008/A010: Secretary to put Action M007/A043 on agenda for business meeting to agree how to take this forward. Action complete – discussed at Business meeting on 11th November – DSG(2011)C272 refers.

DSG(2011)M008/A011: SRSG members to email secretary with any questions relating to Rolls Royce and the announcement on the future of Vulcan. Action complete – questions received from members.

DSG(2011)M008/A012: Secretary to put future of Vulcan site on DSG business meeting to discuss a way forward in addressing questions relating to Rolls Royce. Action complete – discussed at Business meeting on 11th November.

DSG(2011)M008/A013: Secretary to circulate ONR strategy consultation document to SRSG members for comment. Action complete – see <http://www.hse.gov.uk/nuclear/news/2011/attachments/vision-strategy.pdf> (emailed to members on 11th November 2011).

DSG(2011)M008/A014: Secretary to check with the NDA Stakeholder Manager on union representation at the National Stakeholder Group meeting due to be held in November. Action complete – invite for Unite the Unions went via Charlie Thompson. In future invites will be sent to Kevin Coyne.

DSG(2011)M008/A016: Secretary to circulate draft response on ONR's consultation on bulk quantities waste for comment. Action complete – DSG(2011)C269.

DSG(2011)M008/A017: Secretary to write to Graham Construction to ask how many local people have been recruited so far and how many were expected to be employed throughout the duration of the low level waste project. Action complete – response received as follows: “At present Graham Construction employ two direct local staff and one local operative through a labour supplier. This is three out of a total of thirteen = 23% local labour.

Our earthworks subcontractor currently employs two local operatives out of a total of thirteen = 15% local labour. They plan to employ another two local operatives after Christmas. We also presently have five local operatives employed by local service subcontractors.

Combining these current numbers totals ten local labour out of a total of thirty-one on site = 32%.

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Labour numbers will be fluid and will vary with regard to the changing activities and subcontractors on site. The future numbers of local labour employed will depend on the requirements of other subcontractors. These subcontracts have not as yet been signed.“

DSG(2011)M008/A015: Secretary to ensure that minutes of sub group meeting is published on the website within 20 working days of the meeting. Action complete – socio economic sub group meeting wish to retain status quo. Site Restoration sub group has asked this be considered within the context of the review currently taking place.

DSG(2011)M008/A020: Secretary to circulate round the detail of the new request not included in the written funding report. Action complete.

DSG(2011)M008/A022: Eann Sinclair to see if Caithness food and drink product is displayed within the HIE offices in Inverness. Action complete - Eann noted that this was in relation to local produce on display at Cowan House, Inverness (HIE's headquarters). Eann confirmed that there was a rolling programme for the display of local produce and Caithness produce was included in this display.

DSG(2011)M008/A025: DSG to write to Fergus Ewing inviting him to visit Caithness. Action complete – DSG(2011)C264 refers.

DSG(2011)M008/A019: Secretary to take on board comments on Dounreay Community Fund rules and draft a revised document to circulate to members. Action complete – discussed at sub group on 18th January 2012.

DSG(2011)M008/A021: Eann Sinclair to find out more detail of food and drink initiatives. Action complete.

DSG(2011)M008/A023: Secretary to put DSRL's Socio Economic Plan, 2012/13 on Socio Economic sub group agenda for January meeting. Action complete – discussed at sub group meeting on 18th January.

DSG(2011)M008/A024: Koreen MacDougall to speak to Ken Nicol and Anna MacConnell re funding of design study into Berriedale Braes Action complete – discussions took place on 16th January.