

**DOUNREAY STAKEHOLDER GROUP
SOCIO ECONOMIC SUB GROUP**

DSG/SESG(2009)M004

Minutes of DSG Socio Economic Sub Group meeting held on Wednesday 28th
October 2009 in the Pentland Hotel (large lounge), Thurso.

Present:	Derrick Milnes	Wick & Thurso Wick Trade Union Council (Chair)
	Alastair MacDonald	DSG Chairman
	Carol Gunn	HIE
	Koreen MacDougall	Caithness Partnership
	Ronnie Johnstone	Church of Scotland
	Marcus Mennie	North Highland College
	Trudy Morris	Caithness Chamber of Commerce
	John Green	Caithness Voluntary Group
	Pat Gallagher	Rolls Royce, Vulcan
	Eann Sinclair	CNS Regeneration Partnership
	Fiona MacPherson	CNS Regeneration Partnership

In addition:	June Love	DSG Secretariat, DSRL
	Ken Nicol	DSRL Socio Economic Manager
	Marie Mackay	DSRL (for item 7)
	David Brookfield	Pentland House (for item 6)
	Donna Chisholm	HIE (for item 5).
	Rachel Skene	CNSRP (Tourism Manager)

1. WELCOME AND INTRODUCTIONS

Derrick Milnes welcomed everyone to the meeting and introduced Donna Chisholm and David Brookfield who were in attendance to provide presentations.

2. APOLOGIES

Apologies have been received from:

- Anna MacConnell, NDA
- Norman Harrison, UKAEA Ltd
- Rosemary Thompson, North Highland College
- David Flear, Highland Council

3. MINUTES OF LAST MEETING

Minutes of the last meeting – DSG/SESG(2009)M003 refers – were accepted as a true reflection of the meeting. These were proposed by John Green and seconded by Alastair MacDonald.

4. PROGRESS ON ACTIONS

Progress on the actions can be found in Appendix 1. Of note:

- M003/A003 to provide an update on the national nuclear archives. Unfortunately Stewart Henderson, project manager for the nuclear archives was not available to attend this meeting. He did however send an update on progress:

There have been over 50 expressions of interest from the OJEU notice for a

design team. Closing date was the 21st October and the process of evaluating the responses has now started. In addition the site investigation has started. The project manager has met with various people to update them on progress including David Flear.

- M003/A004: Put Rolls Royce update on agenda for next DSG. Pat Gallagher was unavailable for the DSG meeting in September and it is proposed to take this forward to the December meeting.

All other actions have been completed – note there has been a response to our letter to Eann Sinclair raising concerns about another stakeholder group (relating to the Pentland Firth). It was agreed at the last CNSRP Advisory Board meeting that they would look favourably on a proposal from HIE that the Advisory Board also becomes the local stakeholder group for the Pentland Firth project. Roy Kirk will be producing a written proposal to be agreed at the November meeting.

John Green asked if the minutes of the Pentland Firth Advisory Board would continue to be circulated to members for information. The secretary said she would ask for copies of these minutes to circulate to members.

5. STEM BRIEFING

Derrick Milnes handed over to Donna Chisholm who provided a summary of the STEM initiative (see appendix 2 for presentation). Previous the sub group had been asked to support in writing a funding application which was going forward to the DNA socio economic panel for funding towards this initiative. A letter of support had been provided.

Following Donna's summary of the STEM initiative the discussion was opened to the group.

Alastair MacDonald noted that it wasn't just about retaining the population of the area but having the ability to attract new people also. He pointed to education as one of the good assets in the area. Donna Chisholm agreed although she pointed out that there were specific issues in physics and maths and the levels of achievements within these disciplines.

Ronnie Johnstone noted that following the CNSRP Advisory Board he had had a discussion with a representative from UHI and had found that not a single person from the Caithness area had opted to go to UHI. He asked how this could be made a more attractive option to pupils. He also asked how this initiative would be perceived by the teachers who have to deliver the curriculum.

Marcus Mennie added that the UHI suffers because it has not got a high enough profile identity with the S5/S6 school cohort and needed to be marketed more appropriately. Uptake from the senior school pupils on college link programmes was very poor and that the pupils were missing out on taking advanced provision in science & engineering subjects in particular.

He commented that it was key to retain new and enthusiastic teachers in the STEM subject areas.

He added that North Highland College found it difficult to recruit suitably qualified and experienced "craft" engineering staff.

Donna Chisholm responded that HIE had made a significant investment in UHI and North Highland College but agreed there is a visibility issue. She also added that HIE had changed the way they work with Highland Council and it is much more of a partnership approach. As regards the teaching staff at the Caithness & North Sutherland schools they view this initiative as new opportunities and fresh resources.

Derrick Milnes stated that if NDA are minded to fund the application submitted to them it was equally important that Highland Council also commit to funding and resources to enable this to be embedded into the school curriculum properly.

Ronnie Johnstone stated that if this was to be done properly, integrating with education facilities, there was a real job to be done to market the UHI. Marcus Mennie felt that if UHI get their university status this would allow them to raise their profile significantly. As for North Highland College their strategy was to become the hub for engineering, science and research.

6. UPDATE ON VIEWFIRTH DEVELOPMENT

David Brookfield, Pentland Housing attended the meeting to provide an update on the Viewfirth redevelopment. He briefly outlined the work which had been done to date and reminded members of the concept design and the consultation which had taken place to get to this point.

David emphasised that he was chairing a steering group of volunteers to take this project forward and this was not in any way a Pentland Housing project. He believed that there was a real need for facilities in the area but was becoming increasingly frustrated at the lack of cohesion between various projects in the sports, arts and leisure facilities.

He stated that he had spoken to the planning authorities on an informal basis to ascertain if the proposed design would be in conflict with local planning. It appeared to be consistent with what the local plan would allow and he made it clear that proposing to put up housing only on this site would be unlikely..

The NDA had provided some support but there were some issues still to clarify. They had provided a letter which committed them to pass the site to the local community providing there was a good plan. The North Highland College had also confirmed they would be interested in student accommodation and support had been forthcoming from the community council.

David noted that they were now at a point where they needed to employ a permanent person to develop the facilities and be 100% dedicated to delivering the project. Applications for funding were being worked on and it was his belief that the funding for a 3 year post could be achieved through various outlets.

He, however, noted that there was no point in continuing to progress this if there was no clear support for the project. There were a number of similar projects in the Caithness area and at some point they would all be looking for funding from the same sources. There needed to be some cohesion between these community projects.

Pat Gallagher stated that he thought the development was trying to be too many things. David Brookfield accepted this but noted that it was still at conceptual stage and therefore there was still time to make changes, especially in light of other potential projects. Pat Gallagher said that the accommodation function concerned him because there may be some resistance from having, for example, a nursery

function at the facility, at the same time as having single people living there. David acknowledged this but noted that the accommodation strategy was to ensure there was some sustainable funding available for future years of the facility.

John Green agreed with David on the fact that there were a lot of similar type projects being driven forward and it did require a more joined up approach.

David Brookfield pointed out that the proposed facility, as it stands, is estimated to cost about £10.5M. It may be that following a review of all other potential projects in the area the facility could be a smaller more focussed one which could reduce costs significantly.

He was looking for DSG to support this project by lobbying Highland Council and to help co-ordinate projects to see how best they could go forward. It was essential that some co-ordination in the county was put in place.

Eann Sinclair noted that the issue was to ensure the people thought about what was needed for the county as a whole and that there was a co-ordinated approach. He felt that projects which attracted lottery money would help set the scene as to whether a project was robust enough to be driven forward.

Derrick Milnes thanked David Brookfield for his time and honest approach. He felt that there had been a lot of food for thought raised and the sub group needed to decide how to take the concept of a co-ordinated approach forward. He suggested that a small group get together and discuss the best way of moving this forward for the greater good of the area.

ACTION: DSG/SESG(2009)M004/A001: JUNE LOVE TO CO-ORDINATE A SMALL DSG GROUP TO WORK UP A PROPOSAL TO TAKE FORWARD COMMUNITY PROJECTS IN A MORE COHESIVE APPROACH.

7. COMMUNITY FUND REQUESTS

Marie Mackay, DSRL tabled DSG(2009)C078 which provided information on the community fund requests. These were discussed and the recommendations brought forward were agreed. A number of members declared an interest in particular requests and these will be detailed in the summary document issued of the endorsed requests.

8. UPDATE ON NDA COMPETITION INDUSTRY EVENT

Derrick Milnes tabled DSG(2009)C084 which provided an update of the NDA competition industry event.

A steering group has been actively working with the NDA to pull together a programme for part 1 of the industry event which will take place in Caithness and concentrate on the socio-economic challenges and opportunities for the future.

A number of actions had been identified and these will be progressed with the NDA and the event management company who are providing the administration for this event.

A note had been circulated to all DSG members asking if, in principle, they would like to take part in this day. Responses are coming in and members were reminded to let June know if they have an interest in attending. Once the date has been confirmed DSG members will be notified.

9. UPDATE ON SOCIO ECONOMIC ACTIVITIES

Before handing over to Eann to provide an update on the CNSRP Derrick Milnes asked Ronnie Johnstone to comment on the CNSRP Advisory Board as the DSG representative.

- Ronnie Johnstone noted that there was still a question on the role of the Advisory Board as the group were informed of what was happening rather than advising on the direction the actions were taking. He did, however, recognise there was a trust building up and that it was useful to have Sandy Park chairing the meeting because it allowed representatives from Caithness and North Sutherland to speak directly to him. He pointed out with the present financial climate it was going to be potentially a difficult time for funding.
- Trudy Morris raised the issue of the Pentland Firth Stakeholder Advisory Group. She noted her concerns were in the membership of the group where she felt that it was important to ensure the CNSRP was represented through Eann Sinclair as Programmes Manager. She stated that at present SEPA and NSIG (North Scotland Industries Group) were listed as stakeholders but felt that the NSIG remit was wider than the Caithness and North Sutherland area and felt there should have a more local representation.

Fiona MacPherson stated that she attended this meeting representing the CNSRP in her role as inward investment manager.

Eann Sinclair noted that Roy Kirk had taken an action to put together a proposal to allow the CNSRP Advisory Board to become the advisory board of the Pentland Firth also. This would ensure that there was one single group looking at all issues relating to the CNSRP high priority actions although he did appreciate that there would need to be a mechanism to include regulators in some way.

It was agreed that the sub group would write a letter to Roy Kirk emphasising that the combination of the Advisory groups under the CNSRP Advisory Board was the only option that should be considered.

ACTION: DSG/SESG(2009)M004/A002: SECRETARY TO DRAFT LETTER, FOR SUB GROUP APPROVAL, TO ROY KIRK EMPHASISING THE IMPORTANCE OF ONE GROUP LOOKING AT ISSUES RELATING TO THE CNSRP INCLUDING THE PENTLAND FIRTH.

- Ronnie Johnstone noted the recent press coverage with regards the Crown Estate and the delays on leasing the seabed. He noted that at a presentation in June the output from Crown Estates had been very optimistic and it was disappointing to note that this was now further delayed.

Eann Sinclair stated that this had come to light a couple of weeks ago following Duncan Mackay's presentation at the Caithness Regeneration Conference. The local reaction had been swift with the Caithness Chamber of Commerce issuing a press release and letter to Crown Estates, followed by other letters from the CNSRP, the Wick and Thurso Trade Union Council and the DSG.

Trudy Morris said that the Chamber had received a response from the Crown Estate and this would be available on the Chamber's website shortly. The Crown Estate had agreed to meet with the Chamber and a date was currently being identified. This meeting would be in conjunction with the Scottish Chamber and

the Chamber, at this meeting, would be representing the concerns of the supply chain and local developers. If rumours were true the Chamber had concerns about the leases awarded which may not leave room to allow indigenous developers to be involved.

Derrick Milnes noted that, as DSG representative, he had attended the SNP conference and had since written to Stewart Hosie, MP. Mr Hosie would be raising questions in parliament. John Thurso, MP had already done so and Rob Gibson was also actively pursuing this issue. This was again raised as a concern at the Wick and Thurso Trade Union Council meeting on Monday night and he had provided an interview to BBC radio on the subject.

It was agreed that DSG would write to Crown Estates re-iterating the concerns of the local community.

ACTION: DSG/SESG(2009)M004/A003: DSG TO WRITE TO CROWN ESTATES MIRRORING CONCERNS ABOUT DELAYS IN SEABED LEASING.

- It was also noted that a meeting had been organised with Crown Estates in Dover House but at present it was unclear who would attend.
- Alastair MacDonald noted that the number of groups was a failing in the system. The DSG was the only stakeholder group that was properly constituted and included the right type of representation including Trade Council, unions, Chamber of Commerce etc who all have a major role to play.

Ronnie Johnstone said that there was a danger that the same people were being recycled and if too many issues come forward to one group it may end up becoming very unfocussed. Clarification is required on the responsibility of those charged with moving these issues forward.

DSG(2009)P025, the CNSRP progress report, was tabled. Eann Sinclair said he would take the paper as read. He was going to raise the Pentland Firth project but this had already been covered in the meeting.

He noted that the vision document was currently being revised following the feedback from the Caithness Conference and a further draft would be circulated in the next two weeks. The NDA had agreed to fund the design and print of the document and it may also include some presentational material which can be used at the NDA competition industry event as well as other events.

- Ken Nicol, DSRL introduced DSG(2009)C080 and C079 – the DSRL socio economic strategy and plan. He noted that these had just been published and he did not propose to go through them in great detail. He did however request that if anyone had any questions relating to both he would be happy to discuss.

Derrick Milnes suggested that if members had any questions relating to both these documents they should pass these to June who would liaise with Ken Nicol to provide a response.

ACTION: DSG/SESG(2009)M004/A004: ALL SUB GROUP MEMBERS TO PASS ANY COMMENTS OR QUESTIONS TO JUNE LOVE ON DSRL'S SOCIO ECONOMIC STRATEGY AND PLAN WHO WOULD ENSURE A RESPONSE FROM KEN NICOL (DSG(2009)C080 AND C079 REFERS).

10. UPDATE ON UKAEA SALE

Derrick Milnes noted that Norman Harrison, UKAEA had tendered his apologies for this meeting. He had, however, written to the DSG Chair (DSG(2009)C077 refers) providing an update on the sale of UKAEA. Members were aware that Babcock International had now bought UKAEA and this was going through due process and expected to be complete by the end of October.

It was agreed that DSG would write to Babcock International, through DSRL's Managing Director, inviting them to meet with the stakeholder group at the earliest opportunity.

ACTION: DSG/SESG(2009)M004/A005: DSG TO WRITE TO BABCOCK INTERNATIONAL (THROUGH SIMON MIDDLEMAS) INVITING THEM TO MEET WITH STAKEHOLDER GROUP MEMBERS AT THE EARLIEST OPPORTUNITY,

11. ANY OTHER BUSINESS

Derrick Milnes noted the following:

- The North Highland Regeneration fund AGM will be held on Friday 13th November at 1000 hours in T3uk. If you wish to attend please remember to contact Sally Edwards, NDA.
- The DSG website is currently being redesigned and is expected to be live shortly.

Trudy Morris, Caithness Chamber of Commerce noted the following events had been organised:

- Meet the Harbours event. A private meeting, facilitated by the Chamber, would take place on the 29th October between Scrabster, Wick and Orkney followed by a meeting with the supply chain.
- DSRL's procurement strategy would be presented to Chamber members on the evening of 29th October.
- Tourism event in Mackay's Hotel, Wick on 12th November in association with North Highland Tourism. The Chairman of Visit Scotland would be attending.
- Exporting event in Seaview Hotel, John O'Groats on 18th November. The Aberdeen Chamber would also be involved and it was hoped that through the Chamber's affiliation with Aberdeen it would alert members to potential new markets.

There being no further business Derrick Milnes thanked everyone for their attendance and input and closed the meeting.

Derrick Milnes

DSG Socio economic sub group chairman
28th October 2009

APPENDIX 1

ACTIONS ARISING FROM THIS MEETING

DSG/SESG(2009)M004/A001: June Love to co-ordinate a small DSG group to work up a proposal to take forward community projects in a more cohesive approach.

DSG/SESG(2009)M004/A002: Secretary to draft letter, for sub group approval, to Roy Kirk emphasising the importance of one group looking at issues relating to the CNSRP including the Pentland Firth.

DSG/SESG(2009)M004/A003: DSG to write to Crown Estates mirroring concerns about delays in seabed leasing.

DSG/SESG(2009)M004/A004: All sub group members to pass any comments or questions to June Love on DSRL's socio economic strategy and plan who would ensure a response from Ken Nicol (DSG(2009)C080 and C079 refers).

DSG/SESG(2009)M004/A005: DSG to write to Babcock International (through Simon Middlemas) inviting them to meet with stakeholder group members at the earliest opportunity,

ACTIONS ARISING FROM PREVIOUS MEETINGS

M003/A003: Secretary to invite National Nuclear Archives Project Manager to the next DSG Socio economic sub group meeting for an update. *Action continues.- a written update was provided for this meeting as follows:* There have been over 50 expressions of interest from the OJEU notice for a design team. Closing date was the 21st October and the process of evaluating the responses has now started. In addition the site investigation has started. The project manager has met with various people to update them on progress including David Flear.

ACTIONS COMPLETED SINCE LAST MEETING

M002/A017: June Love to ask David Brookfield for a brief on progress of Viewfirth redevelopment. *Action complete – David Brookfield to attend meeting on 28th October to update.*

M003/A001: Anna MacConnell to forward to minutes of the Pentland Firth Co-ordination Committee when available. *Action complete – see DSG(2009)C074.*

M003/A002: Secretary to draft letter to key partners raising concerns about the numbers of groups in existence. *Action complete – see DSG(2009)C083.* I hope we can now close this one off. It was agreed at the last CNSRP Advisory Board meeting that the Advisory Board would look favourably on a proposal from HIE that the AB became the local stakeholder group for the Pentland Firth project. Roy was tasked with producing a written proposal to be agreed at the AB's November meeting.

M003/A004: Secretary to put update from Rolls Royce on the agenda for the next full DSG in September. *Action complete – will be on agenda for December DSG meeting*

APPENDIX 2 – STEM PRESENTATION

Workforce Development: Science, Technology, Engineering and Mathematics in Caithness and North Sutherland Schools



STEM, Careers and the Economy

STEM skills play an important role in our local economy and will be a vital component of aspirations to grow

'Business places a high value on graduates in STEM disciplines. When recruiting graduates 40% of businesses prefer STEM degrees. There are also clear financial benefits – STEM graduates can expect to receive the highest starting salaries.'

CBI Education and Skills Survey 2009

Regeneration Partnership Plan based on 5 overarching priorities:

1. **Investing in our Infrastructure and Resources**
2. Developing our Business and Industry Assets
3. **Developing our YOUNG People**
4. Developing Downreay Assets
5. Developing New Opportunities through Inward Investment

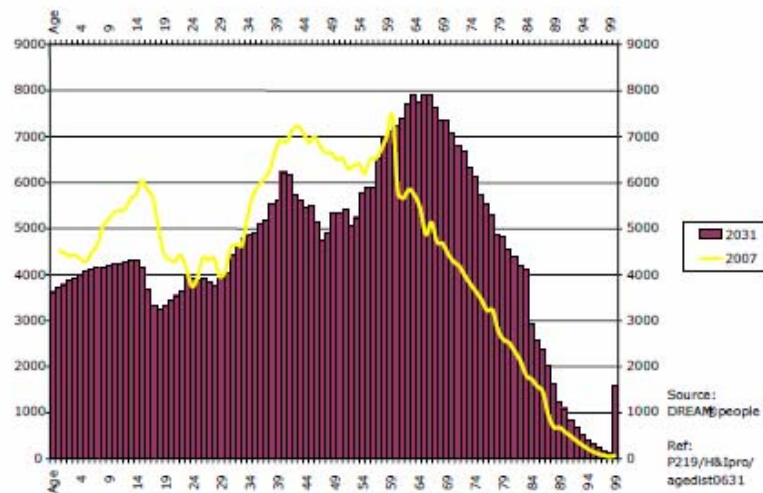


Developing Science, Technology, Engineering and Mathematics
in Caithness and North Sutherland Schools

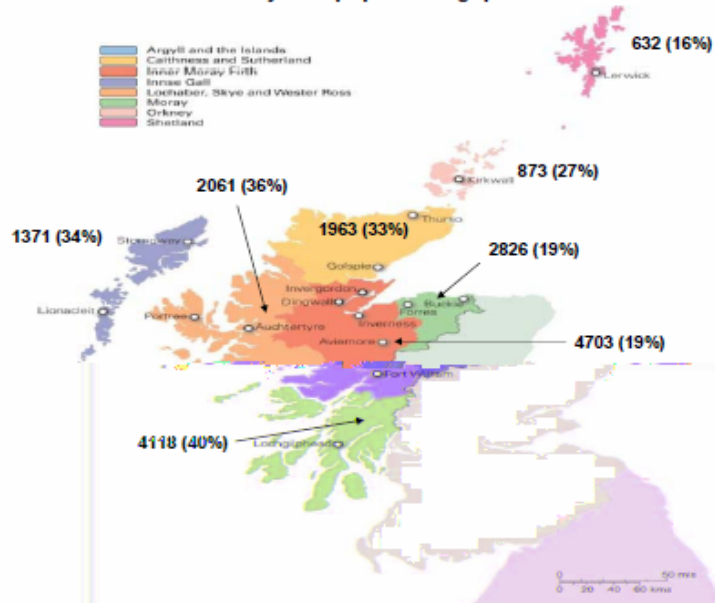


Highland Council
Highland Council
Highland Council

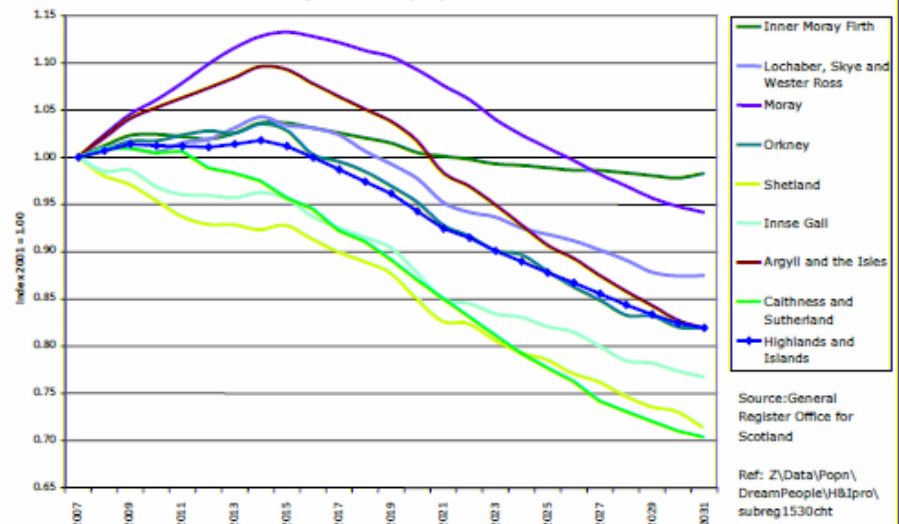
Age distribution in Highlands and Islands 2007/2031
based on current trends



Young person population gap: Increase in 15-30 population needed to fill youth population gap



15-30 year old population trends



Project Proposals

In line with the three action plans of:

- the Caithness and North Sutherland Regeneration Partnership
- the Highland Education Authority Action Plan for Curriculum for Excellence and
- the Highlands and Islands Enterprise Operational Plan 2009/20112

the proposal recommends:-

1. the development of curriculum based STEM materials for use in upper primary and secondary schools
2. the involvement of staff from local employers and businesses working alongside staff in schools
3. school staff experiencing the workplace through selected business placements
4. the placement of secondary pupils on short or longer term work experience placements
5. close linkage between school and further/ higher education provision and skills development
6. further development of enterprising approaches and entrepreneurship in young people
7. further development of career management planning skills
8. a communication and engagement strategy which ensures all stakeholders are aware and fully informed of the project



Developing Science, Technology, Engineering and Mathematics
in Caithness and North Sutherland Schools



1. Developing Curriculum based STEM materials

Proposed Activity and Outcomes: Development of a coherent programme of STEM study in upper primary and secondary schools. Pupils of all abilities have greater access to a progressive and systematic STEM curriculum and become more aware of the related employment and education opportunities on leaving school. Teaching staff have a greater understanding of the work of other specialist teachers and STEM employees.

2. Involvement of Local Employers and Businesses

Proposed Activity and Outcomes: Development of an engagement strategy for STEM ambassadors with schools. This will involve direct links to each of the four associated school groups linked also to an ongoing annual cycle of STEM activities as supported by STEM North of Scotland. Pupils experience learning both in the classroom and outside school delivered by teachers, STEM ambassadors and other providers.



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3. School Staff experiencing STEM workplace placements

Proposed Activity and Outcomes: School staff from each associated school group agree a co-ordinated programme of business placements to inform individual and associated school group planning in collaboration with STEM ambassadors. Pupils experience a greater degree of contextualised STEM learning.

4. Student Placements in the Workplace

Proposed Activity and Outcomes: Further development of student work experience placements in a STEM environment. Some pupils to have more extended work experience linked to Skills for Work or other courses. Increased number of senior pupils uptake Nuffield Science Bursaries. Pupils experience more blended learning through learning in school, in college and in the workplace.



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Highland and Islands Enterprise
Partnership with Caithness and North Sutherland Schools

5. School College/University Links

Proposed Activity and Outcomes: Further development of Skills for Work programmes and closer articulation of school education to further and higher education provision. Pupils increasingly experience online learning via North Highland College, the UHI network and on the internet. More young people stay in the local community while studying at further and higher education level via North Highland College and UHI leading directly into local employment.

6. Developing Enterprising Approaches and Entrepreneurship

Proposed Activity and Outcomes: Schools develop a more systematic approach to enterprise and enterprising approaches to learning. Pupils embark on SQA course on Enterprise and Employability or similar certificated courses – certificated at the end of their fourth or fifth year of secondary schooling.



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7. Career Management Planning

Proposed Activity and Outcomes: School and Skills Development Scotland staff deliver a team approach to career management skills development in the project schools. Increased uptake of STEM courses in later stages of secondary school. Increased knowledge of FE/HE opportunities and the application process to further and higher education. Greater understanding of STEM careers and STEM career paths.

8. Communication and Engagement Strategy

Proposed Activity and Outcomes: All stakeholders have a clear understanding of their role and contribution to the project. Students and parents are aware of the benefits of an enhanced STEM education in terms of career choices and options for employment or study beyond schools.



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Implementation Strategy

It is proposed that a STEM education development officer, at Depute Head level, be appointed/seconded initially for 3 years to co-ordinate, plan and deliver this initiative. Commencing February 2010.

A work plan for the initiative will set out in greater detail the following:

1. establishing effective networking between all participants.
2. co-ordinating the development of appropriate classroom and activity based learning materials in collaboration with primary and secondary teachers, STEM ambassadors and others.
3. planning relevant continuing professional development for key participants.
4. resourcing the delivery of curriculum materials, manage capital spend and teacher CPD programme.
5. monitoring the project work plan and associated budgets.
6. Longitudinal study of young people themselves – tracking.



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**Workforce Development:
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