

**DOUNREAY STAKEHOLDER GROUP**

**DSG(2009)M003**

**MINUTE OF THE DSG MEETING HELD ON WEDNESDAY 16<sup>th</sup> SEPTEMBER 2009  
AT 1900 HOURS IN THE PENTLAND HOTEL, THURSO**

<b>Present:</b>	Alastair MacDonald	DSG Chairman
	Bob Earnshaw	DSG Vice-Chairman
	Roy Kirk	Highlands & Islands Enterprise
	Eann Sinclair	Caithness & NS Regeneration Partnership
	Derrick Milnes	Wick and & Thurso Trade Union Council
	John Deighan	Dounreay Unions
	Donna Innes	Buldoo Residents Group *
	Anne Chard	Caithness West Community Council
	Koreen MacDougall	Caithness Partnership
	John Green	Caithness Voluntary Group
	Trudy Morris	Caithness Chamber of Commerce
	George Farlow	Highland Council
	Fiona MacPherson	Inward Investment Manager, CNSRP
	Ronnie Johnstone	Church of Scotland
<b>In addition:</b>	June Love	DSG Secretariat (DSRL)
	Simon Middlemas	Managing Director, DSRL
	Stuart Chalmers	NDA
	Jim Morse	NDA, Director, Programmes Assurance
	Mark Cleminson	MOD, Vulcan *
	Ian Bramwell	NII
	David Mudie	Highland Council, Planning
	Sandra Jack	Scottish Government, Radwaste Unit
	Stuart Hudson	Scottish Government, Radwaste Unit

\* denotes deputy

**1. WELCOME AND INTRODUCTIONS**

Alastair MacDonald, DSG Chair, welcomed everyone to the meeting. He introduced Jim Morse (Divisional Director of Programme Assurance) and thanked him for attending the meeting. He noted that John Clarke (NDA's Commercial Director) was also scheduled to attend to provide an update on the NDA competition but, due to other commitments, was unable to attend.

He also welcomed Sandra Jack and Stuart Hudson of the Scottish Government Radioactive waste department.

Other changes to membership were outlined as follows:

- Silvia Batchelli and Irina Foss, ERI had now completed their studies and were leaving the county.
- Koreen MacDougall has joined DSG representing Caithness Partnership.

- John Green now represents the Caithness Voluntary Group and replaces Niall Smith in this role.

The Chairman noted that it has been a busy period for DSG members who have been involved in a number of activities since the last meeting, including:

- Responses to various consultations:
  - UK Government's Plutonium management
  - HSE's re-organisation of NII
  - NDA's UK Strategy for low level waste

A number of events have taken place that has included DSG involvement, notably:

- Cowam study on process of consultation for low level waste facility.
- Scottish Government's higher activity wastes
- The NDA competition industry event
- The development of the community fund for low level waste

He drew members' attention to the agenda and explained that at the last Admin and Procedures sub group it was agreed that the agenda items would be rotated. This would allow each topic to get equal airing over the year.

## **2. APOLOGIES RECEIVED**

Apologies were received from

- Nigel Canty, MOD Vulcan
- Tim O'Brien, Caithness Contractors Consortium
- Pauline Craw, National Health Service
- Deirdre Henderson, Buldoo Residents Group
- Pat Gallagher, Rolls Royce
- Rick Nickerson, Shetland Island Council
- David Brown, Orkney Islands Council
- David Flear, Highland Council
- Rosemary Thompson, North Highland College
- Roger Wilson, SEPA
- Lyn Bevington, NII
- Irina Foss, ERI
- Richard Wilkins, DNSR (Vulcan)
- Hamish Pottinger, Caithness Against Nuclear Dumping
- Chris Jones, SEERAD
- Murray Lamont, North Highland Tourism

The chairman noted that Commander Nigel Canty had tendered his apologies. This would have been Nigel's last meeting as he is moving on. His replacement is Commander Michael Moreland who takes over as Vulcan Commander on 22<sup>nd</sup> September.

The chairman recorded his thanks, on behalf of DSG, to Nigel for his involvement at the DSG and looked forward to a continued relationship with Commander Moreland.

## **3. MINUTES OF LAST MEETING**

DSG(2009)M002 had been circulated to all members in advance of the meeting. The Chairman asked if there were any corrections to the minutes. There were no issues raised. The minutes were proposed by Derrick Milnes and seconded by John Deighan.

#### **4. PROGRESS ON ACTIONS**

For progress on the actions refer to Appendix 1.

#### **5. NDA UPDATE**

The Chairman, again, thanked Jim Morse for attending the DSG and invited him to provide an update.

- **NDA overview**

Jim Morse thanked the chairman for inviting him to the meeting. He explained that as, Programme Assurance Director, he was accountable for the performance and value for money for the entire NDA estate which equates to £2.4bm/year. In addition, along with his team and the site licence companies, he was also responsible for the funding allocations for each site.

He emphasised that the NDA recognises the importance of having close relationships with the site licence companies, regulators and local communities and the NDA's wish to continue to build on these by being as open as possible.

He stated that the Dounreay site sits towards the higher end of performance and decommissioning. This progress could not have been made without the support and it showed the strength of the community in its acceptance of a reduction of the timescale from 2032 to 2025.

The NDA recognise the Dounreay site for the simple ways of doing things – by getting on with job and finding simple but effective ways of achieving decommissioning. By all accounts Dounreay was seen as a pathfinder for the other sites.

The health, safety and environment performance of the site over the last two years had improved significantly and this could be seen by the increase of work undertaken in active areas where airline suit entries are required. The safety matrix indicates a four-fold reduction of accidents in terms of simple effective solutions and reduction of the risk to workers. Simon Middlemas' team should be congratulated on that although the NDA will always look for improvement.

Credit should also be given to the site team for developing a robust plan to clean-up the particles in the environment. The NDA is well aware of the involvement of the community in helping to determine the best practical environment option and this has moved forward tremendously over the last four years.

On the socio economic front the NDA's role is not to find a job for every job that currently exists on the site. The NDA's role is to plant some seeds to allow the community to nurture that. Looking at the last couple of days the development at Wick harbour was a good example of that and the value that this can bring to the area.

To the future, there is no doubt that there are challenges ahead for the Dounreay site. Dounreay is extremely good at recognising what they are good at and shows maturity by working out what they are not so good at and the NDA has been working with Simon and his team to address some of these issues. The work at Dounreay is all about project and programme management and the site is making good progress in making the programme more reliable and effective. The NDA recognise this and are highly impressed with how they are making progress. The three major

construction projects scheduled for Dounreay will also present the site with some challenges.

We all recognise the challenges that are being faced on future funding and recently we heard a TV broadcast of Gordon Brown outlining the measures Government will take to reduce public spending. Some months ago a Treasury Task Force – PVP (Public Value Programme) – was set up to review all expenditure across Government Departments looking at the value to the taxpayer in terms of funding. This has recently kicked off in NDA land and it will be important to be able to justify the spending throughout the NDA estate. A strong case needs to be made to ensure Government understand that the core of expenditure would still be required to keep sites static in order to keep them safe. Therefore we must build the case round the risk and hazard reduction. How that story is told is essential to allow Government to understand that they are getting value for money. The NDA believe this must be based around the reduction in hazard and risk and there is no doubt that local sites and the communities will have other strategies they wish to deploy but it will be important to ensure the central message remains consistent.

There could be a tendency to simply send schedules back out and the challenge for NDA and the sites is making the most effective use of the funds available. The more funding directed as front-line decommissioning rather than backroom staff would be essential.

The sites will also have their part to play by becoming more productive and therefore more efficient in order to reduce the risk factor. In the midst of that safety, environment and security is a must. We also need to understand which things drive down the risk to workers and public and there are a lot of initiatives which show that safety is driven from experience and lessons learnt but there is also ample opportunity to gather forces around and look at ways of working closer with the regulators to become more efficient together.

Despite all of these challenges there are some very good examples of progress. The Plutonium Criticality laboratory at Dounreay had an interesting history and few believed that this building could be decommissioned effectively. The team at Dounreay took on this challenge and today that building has been completely demolished.

Over four and a half years the relationship between the community and the site has been good but there is always more that can be done. While Simon's team deserve all the praise given for some excellent achievements the NDA will continue to expect the site to do more.

- **Competition update**

In the absence of John Clarke, Stuart Chalmers, NDA Site Programme Manager for Dounreay provided an update:

The competition for Dounreay was currently in abeyance because of the impending sale of UKAEA. Once that sale was complete the competition process would kick off. The PIN notice and early market discussion with potential bidders had been slightly delayed but it was expected that the Industry event would still take place in January.

- **Other NDA business**

Stuart Chalmers also reported:

- The NDA accounts had now been published. It showed that £383M of efficiency was realised with £183M being ploughed back into clean-up work. Commercial income was up (£500M) and the lifetime of some generating stations had been extended.
- The new NDA Chief Executive, Tony Fountain, takes up his post on the 1<sup>st</sup> October.
- The NDA Socio economic panel has approved funding of £75K for North Highland Tourism and £60K for the local committee of the National MOD recognising the drive to market the area in the wider tourism market. £30K had been approved for the Caithness & North Sutherland Regeneration Partnership to allow the production of a vision document setting out the aspirations of the area. Staff support and funding has also been made available for the organisation of the Caithness Conference.

Alastair MacDonald asked members if they wished to raise any issues covering the NDA updates.

John Deighan thanked Jim Morse for his update and stated that he was delighted to hear the excellent work being carried out at the site. He noted that credit should be given to everyone on the site who have played their part and that he was interested to hear about the league tables. He stated that the people at the top of the tables should be rewarded by its budget emphasising that progress could only be continued if the appropriate funding was available. He pointed out that on many occasions the previous Chief Executive, Dr Ian Roxburgh, had stated that Dounreay was setting the standards and after hearing the complements today he strongly believed that the site should be rewarded for its efforts.

Jim Morse responded that while the site was making good progress it was really about telling that story, emphasising again that hazard reduction was key to getting a strong message across. He noted that the Dounreay site had suffered because, while the progress of the site was excellent, the fee structure did not allow the site to be rewarded appropriately. He stated that the NDA had undertaken to work with Simon Middlemas to find a new way of rewarding increasing performance.

Again he emphasised the need for a robust story on value for money and hazard reduction and it was pleasing to know that for every pound spend at Dounreay the site was delivering £1.05 to £1.10 in work. He agreed that the reward mechanism needed to be reconsidered with a move towards output performance rewards.

Fiona MacPherson, Caithness & North Sutherland Regeneration Partnership, asked whether backroom staff jobs were in jeopardy. Jim Morse responded that making the most productive use of staff where possible would be essential. It was more about flexibility in looking at some of the internal processes and ensuring administration of these were not too onerous whilst keeping the integrity of the safety, environment and security.

Bob Earnshaw, Thurso Community Council, asked where NDA came in the pecking order of Government cuts. Jim Morse replied that it would depend on the arguments that could be made for value for money. As an example the National Health Service had recently raised the profile of obese children and is making the case that investment was required now to avoid future problems that could exist if the status

quo continues. The NDA will be placed in the order they deserve to be in as long as there is clarity and a strong case made for value for money.

Councillor George Farlow, Highland Council, noted that there was a positive story to be told of the excellent work of site staff and contractors. He believed this was world beating and it was disappointing that the media appeared to be interested in the 'doom and gloom' stories rather than the positive ones. He asked if this expertise could be marketed across the world and wondered whether it was NDA's responsibility to sell this story or whether that was the responsibility lay elsewhere.

Jim Morse responded that it was clear to him if he looked at his peer group of programme management there was a demand for this skill and could be implemented for large scale infrastructure projects and he believed this was an emerging market. When the NDA took over the responsibility for the decommissioning sites they took on 20,000 staff which a wide variety of skills which potentially could be transferable into other sectors. The kind of work being undertaken at Dounreay needs to be fostered and he was quite sure that these skills available were marketable in some form.

Again this came back to how success stories were told and while the Government recognised the successes of individual sites there was a need to move towards a continuous plan for the future that would see the wider recognition for an overall coherent plan. As an example of this the NDA was continuing to develop its strategic plan and issues which may exist on several NDA sites would be implemented consistently across these sites.

Alastair MacDonald said he was pleased that the good work of the staff and contractors had been recognised. He also noted that after attending various meetings in the south the feeling of the Dounreay Stakeholder Group representatives was that the working relations here were much better than on some of the other sites. He thanked Jim Morse and Stuart Chalmers for their updates.

#### **SCOTTISH GOVERNMENT UPDATE**

Alastair MacDonald thanked Sandra Jack and Stuart Hudson, Scottish Government, for attending. Sandra Jack provided an update on the higher activity wastes.

The Scottish Government is currently developing a consultation document on the storage and disposal of Higher Activity Radioactive Waste in Scotland. A scoping report was issued for consultation to the statutory bodies (Scottish Environment Protection Agency, Historic Scotland and Scottish Natural Heritage). All comments received are now being considered.

The next step is the production of a Strategic Environmental Assessment (SEA) which will run in parallel with the consultation document and both will be on a 12 week consultation period. The documents will be linked for ease of consideration. A workshop will also be held during the consultation period.

Alastair MacDonald asked if a timescale had been identified for this consultation. Sandra Jack responded that this would take place as soon as possible and consultation would be undertaken over a 3 month period. It is expected to be complete and implemented by June 2010.

Anne Chard ask what would Scottish Government do with the results of the consultation if the results showed that a large percentage of groups/people wish a difference policy. Sandra Jack said that all views would be fully considered before a

decision was made. Anne Chard asked how actually considered the feedback and Sandra confirmed that this would be undertaken by Scottish Government officials of the Radioactive Waste team.

[Secretary's note: The higher activity waste workshop will take place on 24<sup>th</sup> November. David Flear will be representing DSG at this.]

## **6. SOCIO ECONOMIC UPDATE**

Derrick Milnes provided the update.

The socio economic sub group met on 22<sup>nd</sup> July 2009. Minutes DSG/SESG(2009)M003 refer and all members had received the minutes in advance of this meeting. Of note:

- There was one outstanding action on the socio economic sub group – to receive an update on the proposed Viewfirth redevelopment. This would be carried over to the October meeting.
- Four new actions were identified and will be progressed in due course.
- DSG(2009)C034 and C065 provided details for requests endorsed for the Dounreay Communities Fund.
- An update from Norman Harrison, Chief Executive of UKAEA including the sale of the company, competition for the site and pensions office had been provided. Derrick noted that the DSG and Trade Union Council were working with the CNSRP to raise the profile of the Pensions office. This issue would be taken to the SNP conference in October to highlight the professionalism of this service and to look at prospects for additional work.
- The DSG was pleased that NDA have now agreed to hold part of the NDA competition industry event in Caithness and this would be focused on the socio economic challenges. A Steering group had met and an outline programme for the day has been drafted. This had been circulated to all DSG for comments and a further meeting has now been scheduled to finalise the programme. It is expected that the event will take place sometime in January but is dependent on the UKAEA sale.
- The Caithness and North Sutherland Regeneration Partnership provided a progress report. DSG(2009)P017 refers. Of note:
  - A final report on the redevelopment of John O'Groats was published in September.

Derrick Milnes added that congratulations should go to Carol Gunn, HIE for the work she has done on this project.

- The future plans of North Highland College were outlined with the proposed new builds of the Energy and Environment facility and the Engineering Training facility.
- A vision document is being prepared and will be available for discussion at the Caithness conference.

- Concerns had been raised by the sub group regarding funding for Pentland Firth projects. There had been a £30M investment made in renewables and Orkney had been successful in securing some of this funding. However, it appeared that Caithness had not been successful. It was noted that there were two funding streams and a response from the second one for funding from an infrastructure budget was still ongoing.

Bob Earnshaw noted that Orkney's success appeared to be led by their MSP. He stated that on the face of it it appeared that the Caithness politicians were not being as pro-active and it was time to start asking questions of them.

- DSG(2009)C058: Scotland's Energy Future was also discussed. It was noted that there had been a call for an amendment on nuclear but following a vote this had been defeated with the chair using his casting vote.
- The work streams for the Pentland Firth had been circulated to sub group members (DSG(2009)C060 refers). It appeared that yet another committee had been established and there was an action pending to clarify this.
- The CNSRP Advisory Board met early in September.

Derrick Milnes invited Ronnie Johnstone to provide an update from the Advisory Board. Ronnie Johnston stated that he believed that the Advisory Board was starting to work. He paid tribute to Sandy Park for taking on board views from previous meetings and adjusting the agenda to suit. He believed that a trust was starting to develop and that this could only be good for future meetings.

Eann Sinclair, Caithness & North Sutherland Regeneration Partnership, noted that most activities had been covered in the sub group report. He added

- An interim report on the skills audit should be available for the Caithness conference.
- Work was currently underway to produce a draft vision document for the conference.
- A new meat processing plant in Keiss had opened with the creation of 10 jobs associated with this.
- UKAEA Ltd had provided some much needed programme resource to assist in putting a programme together for the high priority actions of the regeneration partnership.
- The action plan has over 100 actions identified and for ease of reference these were now being coloured coded to allow interested parties to see at a glance how actions were progressing. The colour coding was based on a traffic light system, with green denoting the actions were on course and red showing there was a potential for slippage. Generally the actions were on track.
- Discussions on the Pentland Firth would continue and representation into Government would also be pursued by different bodies in support of the regeneration partnership.

Roy Kirk, Highlands and Islands Enterprise, noted the following:



- On the point that George Farlow had made earlier in the meeting (see discussion under NDA update) regarding decommissioning expertise. HIE were considering these aspects on a number of fronts and he felt that the county was possibly missing a trick for UK plc. As an example he noted that there was a visit from IAEA (International Atomic Energy Agency) coming up and 24 companies, the majority of these being local to Caithness, have come together to showcase the expertise which could be exploited around the world. Throughout the UK there must be experts in bucket loads and perhaps there was a discussion to be made with the NDA to co-ordinate this. Local companies were beginning to diversify away from Dounreay and many are winning good business from other nuclear establishments.
- On the funding streams for the Pentland Firth Roy noted that, indeed, Orkney had secured £8M of funding from DECC and he, personally, welcomed this. His belief was with the funding allocated to EMEC Caithness could also find benefit from this. It was however disappointing to see that the UK Government White paper did not mention the Pentland Firth. John Thurso, MP invited Lord Hunt (Energy Minister) to Caithness and a number of people had the opportunity to speak with him and emphasis the importance of the Pentland Firth.
- There is still a number of things that collectively needs to be done to re-inforce the message of the Pentland Firth with DECC. There is potentially £22M funding being made available for a marine renewables improvements, however the criteria for the funding has not yet been announced. HIE and the CNSRP Inward Investment Manager continues to work with the politicians and Scottish Government have written to DECC expressing their views and opinions that we need to be fully involved in UK Government's plans. There were some real advantages to be taken here and the CNSRP were working closely with Scottish Government to ensure closer working relationships with UK Government were also achieved.

Stuart Chalmers provided an update on the nuclear archives project. Of note:

- NDA had passed the project management of this project to DSRL. A project manager had been recruited and started in July. Currently the project manager was looking at the scope and there was quite a bit of work to be done to fully scope out the project. A number of stakeholders had been involved and everyone wants to be helpful in moving this forward. PIN notices for the design work will go out shortly and then there will be a competition for the architectural work.

Trudy Morris, Caithness Chamber of Commerce, updated the DSG on the Chamber's activities. Of note:

- The Chamber fully supported the efforts of the CNSRP and were keen to see this as the lead body in the county. The Chamber is using the Advisory Board as a vehicle to highlight issues that are raised by the businesses.
- One such issue raised in recent times is the Highland Council's procurement process and the fact that the chamber would like to see more agency collaboration and clarity on renewables in the Highlands and Islands. There are local concerns about what is happening at Nigg and how that would tie in with

Caithness.

- As previously noted, it appeared that another body was being set up to look at Pentland Firth issues. This had been brought up at the Advisory Board meeting.
- The Chamber has recruited 85 members to date with 4 premier partners. Following NDA funding a new member of staff had been recruited and Debbi Stracey took up her post in August. Debbi has responsibility for membership and events.
- The Chamber would be hosting a pre-conference breakfast network event on the 1<sup>st</sup> October. Liz Cameron, Scottish Chamber of Commerce, would be in attendance and she was also involved in the Caithness conference.
- Work was ongoing to facilitate a meeting between Wick, Scrabster and Orkney harbours which will be key to collaborating on the renewables front.
- The annual dinner of the Chamber would take place on 25<sup>th</sup> September and over 160 people are booked to attend.
- Scottish Chambers met recently and a discussion on business mentoring took place with a view to rolling out a mentoring programme in Caithness & North Sutherland
- A Chamber newsletter had been published in the Executive magazine in September and a further edition would be out in November – this magazine has a distribution of over 5000 in the Highlands and Islands and the Chamber's contribution will concentrate on promoting Caithness businesses.

Derrick Milnes thanked everyone for their contributions. He noted that Pat Gallagher, Rolls Royce had provided a brief at the socio economic sub group on the future of Rolls Royce. Unfortunately Pat was not available to attend this meeting and the update will be made available for the December DSG meeting.

Derrick Milnes invited DSG members to raise any issues.

John Deighan noted that he was pleased that the archives were now finally moving forward. He asked whether, at the stage of construction, consideration should be given to looking at recruiting some of the apprentices recently laid off without being able to finishing their apprenticeship. He asked that this be kept in mind when considering the construction phase of this project.

George Farlow thought that we were missing a trick by not providing the key messages, especially for the Pentland Firth, to all list MSPs. Derrick Milnes responded that through, DSG, Wick & Thurso Trade Union Council and the Chamber of Commerce all list MSPs were being made aware of the key messages. DSG and the Trade Union Council were attending the Scottish political conferences and these messages were being re-inforced there also. John Deighan added that the Trade Union Council had met with Jim Mather earlier this week.

For ease of reference all actions from the last socio economic sub group meeting are recorded here:

**DSG(2009)M003/A001: ANNA MACCONNELL TO FORWARD TO MINUTES OF THE PENTLAND FIRTH CO-ORDINATION COMMITTEE WHEN AVAILABLE.**

**DSG(2009)M003/A002: SECRETARY TO DRAFT LETTER TO KEY PARTNERS RAISING CONCERNS ABOUT THE NUMBERS OF GROUPS IN EXISTENCE.**

**DSG(2009)M003/A003: SECRETARY TO INVITE NATIONAL NUCLEAR ARCHIVES PROJECT MANAGER TO THE NEXT DSG SOCIO ECONOMIC SUB GROUP MEETING FOR AN UPDATE. *ACTION ONGOING – PROJECT MANAGER INVITED TO ATTEND NEXT SUB GROUP MEETING ON 28<sup>TH</sup> OCTOBER.***

**DSG(2009)M003/A004: SECRETARY TO PUT UPDATE FROM ROLLS ROYCE ON THE AGENDA FOR THE NEXT FULL DSG IN SEPTEMBER.**

## **7. ENVIRONMENT SUB GROUP UPDATE**

Alastair MacDonald noted that George Farlow would provide the update from the Environment sub group. However there was one issue that George had declared an interest in and therefore it had been agreed that the Chair would outline this issue.

This was related to a letter received from Shetland Island Council regarding concerns on the rate of particle retrieval on the seabed. The letter had been tabled at the sub group and a response from Simon Middlemas had also been made available. The response outlined that the objective of the clean-up campaign for this year had been to generate improved information on the depths and population of the particles and to enable a more robust specification of the equipment for the future.

The ESG were provided with a full update and these will be fully minuted in the ESG minutes. The group would continue to keep updated on this via the Shetland representative that sits on DSG.

The chair then handed over to Councillor George Farlow who provided the ESG update. Of note:

The Environment sub group had met this afternoon and therefore the minutes of the meeting were not yet available. The minutes of the meeting held in July (DSG/ESG(2009)M002) had been distributed to all members. Of particular note of the discussions held this afternoon were as follows:

- Minutes 2 were formally adopted with one minor correction.
- The actions had been discussed previously and ESG will continue to progress those actions related to the sub group on DSG's behalf.
- A particles update report from DSRL was provided. A letter from Shetland Island Council and DSRL's response had been covered. From the rest of the particles report, the following was noted:
  - The Particles Retrieval Advisory Group will meet in November – this is the independent body which will consider the results of the off-shore clean-up operations. A representation from DSG now sits on this group as an observer.

- Beaches continue to be monitored as per SEPA authorisation requirements. The foreshore has been monitored albeit this is somewhat curtailed because of the bird nest season.

No further monitoring had taken place at Sandside since the last meeting.

Dunnet strandline survey was completed in June and later this year SEPA intend to carry out a habit survey which will help form part of SEPA's review of beach monitoring.

ESG members wished to record their thanks to all those landowners who have allowed the continued monitoring of beaches to continue unrestricted.

- Following a recommendation from PRAG a coastal survey (east end of Sandside Bay, eastwards to Crosskirk) was undertaken. No particles were detected.
- A particle in the minor category (and an area of contamination) was detected and removed from the area designated for the new low level waste facility. The Food Standards Agency has confirmed that the finds pose no concern with respect to the food chain.

George noted that it was unfortunate that SEPA representatives were not available to attend the meeting however they have asked that the following statement be read out:

"SEPA has noted the content and conclusions of the DSRL investigation regarding the detection and recovery of a DFR fragment from the area of the planned new LLW facility. SEPA would concur that the most likely mechanism for the transport of the fragment is wind blown transportation. In SEPA's view the fragment is most likely to have blown from Landfill 42 probably in the mid 90's when the seaward face of the landfill was being pulled back on to the landfill. SEPA is in discussion with DSRL regarding the long term future for this disused landfill. On health and environmental protection grounds further monitoring of land beyond that carried out to date by the site would not be thought necessary at this time. We will also be considering this further under the Radioactive Contaminated Land assessment that SEPA is currently carrying out, as announced at the last DSG meeting."

George Farlow stated that he felt that the particles found to date should be viewed as a positive outcome. DSRL and its contractor should be congratulated on the work done to continuously improve the detection system which means that those particles, generated in the 60/70s were being found today.

- DSRL provided an update on site performance: of note:
  - Hazard reduction continues at DFR with 15% of the liquid metal now destroyed.
  - The decommissioning programme was currently going to plan.

Simon Middlemas stated that there was nothing further to report.

- A paper from SEPA – paper no 23 was discussed. Of note:

- DSRL had submitted an application to surrender the pollution, prevention and control (PPC) permit regulating the recovery of uranium metal from uranium containing waste streams.
- SEPA is considering a response to the warning letter from DSRL on tritium discharges from the Sodium Inventory Destruction Plant.
- SEPA continues to keep under review the work ongoing for the low level waste facility.
- Of general interest – the final phase of The Water Environment (Oil Storage) (Scotland) Regulations 2006 comes into effect by April 2010. These regulations now control the storage of agricultural fuel oil – while domestic premises with less than 2500 litres are exempt agricultural, industrial and commercial premises are not. Details can be found on the SEPA website.
- The NDA provided a verbal report. Of note:
  - They welcomed DSRL's 5-star award from the British Safety Council. The score achieved was 97.1% which was a remarkable achievement.
  - DSRL had achieved 2 million manhours without a lost time accident and notably the site's Fire and Rescue team had gone 9 years without a lost time accident.

The ESG members wished to record their congratulations to the workforce and contractors on achieving the award and for their continuing safety record.

- Visits from NII Deputy Chief Inspector and NDA non-executive board member resulted in very positive feedback on the progress on decommissioning.

Stuart Chalmers noted that there was nothing further to add to the report.

- The ESG received a presentation on the discharge authorisation and this will be minuted in full and the information presented will be made available to all members. The presentation is scheduled to be taken at the next DSG meeting.
- A brief update on the heritage strategy was also provided. Thought to be the first of its kind for a nuclear site in the UK, discussions were currently ongoing with Historic Scotland and the options identified would be consulted on later this year.
- NII had also distributed the notification from the Health and Safety Executive (Correspondence 70) refers which indicated that the HSE had determined that an Environmental Impact Assessment is not required for the low level waste disposal facility.

No issues were raised by members.

For ease of reference all actions from environment sub group meeting are recorded here:

**DSG(2009)M003/A005: SECRETARY TO AMEND DSG/ESG(2009)M002 WITH CORRECTION IDENTIFIED.**

**DSG(2009)M003/A006: SECRETARY TO OBTAIN COPY OF GOVERNMENT CONSULTATION ON ZERO WASTE AND CIRCULATE TO MEMBERS TO CONSIDER RESPONSE.**

**DSG(2009)M003/A007: ESG SUB GROUP CHAIR TO TABLE CONGRATULATIONS TO THE WORKFORCE AND SITE CONTRACTORS FOR ACHIEVING A GOOD RESULT ON SAFETY PERFORMANCE.**

**DSG(2009)M003/A008: TONY WRATTEN TO PROVIDE SECRETARY WITH ELECTRONIC VERSION OF SUMMARY INFORMATION IN SUPPORT OF THE APPLICATION FOR AUTHORISATION FROM DOUNREAY.**

#### **8. VULCAN UPDATE**

Alastair MacDonald noted that an update on Vulcan activities was provided at the site operations sub group meeting. At the last meeting reports from DNSR and NII were available – Papers 12, 13 and 18 refer.. There were no issues raised from these papers.

Lt Cdr Mark Cleminson provided a verbal update:

- Since the last meeting, the plant had resumed critical operation with standard trials and core burn-up. There were no events of note to raise. The plant was about to shutdown at the end of this month for 2 weeks and then would be back into critical operations which would continue into early next year.
- The REPPIR (Radiation (Emergency Preparedness and Public Information) Report) submission was sent off at the end of June. NII are now assessing this with support from DNSR and this will result in a decision on any reduction in the detailed Emergency Planning zone.
- Nigel Canty, at the last DSG, provided a brief on the future of Vulcan. The future programme for the site remains under consideration.
- Nigel Canty, will leave his post at Vulcan on 11 September 2009. His replacement is Michael Moreland.

Ian Bramwell, NII for Vulcan was invited to provide a verbal update. Of note:

- NII and DNSR were considering the emergency planning zone reduction which would align with the Dounreay site reduction of 1.15km. NII and DNSR were in the process of assessing that submission for its technical content and for what it means in terms of emergency preparedness. It was hoped that this would be complete by the end of this year.

Given the interest in regard to the Dounreay emergency zone reduction, following NII/DNSR's determination of the Vulcan submission it would then fall to Highland

Council to ensure that consultation took place.

It was agreed that Donald Norrie would be invited to the December meeting to outline the proposals if the assessment of Vulcan's emergency planning zone was complete by time of next meeting.

**DSG(2009)M003/A009: SECRETARY TO INVITE DONALD NORRIE TO NEXT MEETING TO OUTLINE CHANGES TO VULCAN EMERGENCY PLANNING ZONE.**

Derrick Milnes asked whether those who had originally received iodine tablets would be notified of the change in the emergency zones. Ian Bramwell responded that Highland Council would probably be responsible for ensuring that this happened.

**9. SITE OPERATIONS SUB GROUP**

The Chairman stated that Tim O'Brien, site operations sub group chairman was unable to attend this meeting. John Deighan provided the update:

The site operations sub group met on 22<sup>nd</sup> July 2009. Minutes DSG/SOSG(2009)M003 refer and members received these minutes in advance of this meeting. Of note:

The site operations sub group were currently finalising submissions to the consultations on HSE's restructuring of NII and DECC's consultation on Plutonium management.

DSRL update (DSG(2009)P016) refers. Of note:

- Pleased to hear that DSRL have been awarded a five star award from the British Safety Council. .
- Site performance was going well and presently was delivering on schedule and performance. The staff and supply chain were all working hard to achieve these results.
- JGC Engineering and Technical Services were currently carrying out a project on the site and through innovation have helped to identify efficiency savings. The contract is one of the biggest on the site at this time – improving the ventilation system in the fuel cycle area – and JGC were delivering this on time and on budget. This is a great example of the local supply chain's expertise in nuclear decommissioning and they should be congratulated.

Simon Middlemas was invited to provide any further update. He noted:

- Performance continued well against the programme.
- Health, safety and environment continues to improve and site management was delighted to receive the 5-star award previously mentioned.
- Discussion with Alan Scott had resulted in a different format for reporting staff and contractor numbers working on the site.
- NII had approved the resumption of the NaK Disposal Plant at DFR.

An update from NII had been provided verbally at the sub group meeting. Of note:

- NII had a specialist team at Dounreay assessing the shaft and silo retrieval project and the waste encapsulation plant. Although formal feedback is still to be finalised early indications are that this had been a positive visit and the team were complementary of the open and honest approach of people they had been talking to which reflects well on the site.
- NII had been involved in both the Dounreay and Vulcan emergency planning exercises which have been previously reported as being satisfactory.
- NII and SEPA had approved the resumption of commissioning of the NaK Disposal Plant (NDP). A further inspection was scheduled in September with a view to commencing operations. Simon Middlemas noted that 50 batches of NaK had been destroyed to date.
- A couple of issues had been noted at the last DSG meeting but it had been too early to provide the detail. One issue was in relation to plant modifications which had gone through an internal process but was not followed through externally. The other issue related to safety case compliance with one of the waste plants. DSRL had informed NII of these issues and had responded promptly to both. NII have decided that no further action is required although they will write to the site.

Due to illness Lyn Bevington had been unable to attend this meeting. He had asked Ian Bramwell to provide an update on his behalf. Ian Bramwell reported the following:

- Andy Hall, Deputy Chief Inspector for NII, had visited the site and overall found that DSRL were exercising good control of operations on the site. Site staff and contractors were very positive about the work they were undertaking and this all gave rise to a good vote of confidence for the site.
- The action on the licensing of the low level waste site continues. Lack of resource had meant that progress had not been made as quickly as hoped. NII had now appointed a consultant to prepare a consultation and they would work closely with Scottish Government to progress this issue.
- HSE had made their determination under the Nuclear Reactors (Environmental Impact Assessment Assessment for Decommissioning) Regulations that an environmental impact assessment is not required for the change in approach of constructing a local low level waste facility rather than sending the waste to the Low Level Waste Facility at Drigg. A copy of the determination is available on HSE's website.
- The Emergency plan for Dounreay site is progressing and it is planned that approval of the reduction from 5km to 1.15km of the zone would be approved by the end of this month. Highland Council have considered that they have now consulted on this with the local community and this can be implemented shortly.
- There was a couple of regulatory issues identified recently – failure of administration procedures and safety modifications not forwarded in accordance with site procedures. NII were satisfied that no direct safety issues as a result and DSRL have identified improvements in their procedures.



- The NII site inspector had also visited the interim waste store and found that no procedure was in place for surveillance of the waste drums. NII have now written to DSRL requesting a programme of drum inspections. It should be noted that sample drum inspections were found to show them in good condition.
- The consultation on the re-organisation of HSE's nuclear directorate is ongoing and will close on 22<sup>nd</sup> September.

Other topics discussed at the sub group included:

- Feedback from the Scottish Government's higher activity waste workshop. Correspondence 54 refers.
- Plutonium management workshop summary. Correspondence 59 and 64 refers and links into the DSG response to DECC's pre-consultation on the key factors relating to plutonium management.
- NDA international agreements. Correspondence C055 refers.
- CARL workshop which Ann Chard will attend on DSG's behalf and relates to communities involved in radioactive waste management. Correspondence C056 refers.

For ease of reference all actions from site operations sub group meeting are recorded here:

**DSG(2009)M003/A010: SECRETARY TO CONTACT ALAN SCOTT TO DISCUSS CONTRACTOR NUMBER REPORTING WITH SIMON MIDDLEMAS.**

**DSG(2009)M003/A011: SECRETARY TO SPEAK TO DSRL EMERGENCY PLANNING TEAM TO PUT ARRANGEMENTS IN PLACE TO PROVIDE AN UPDATE TO SITE OPERATIONS SUB GROUP AT THE APPROPRIATE TIME.**

**DSG(2009)M003/A012: ALL MEMBERS TO PROVIDE JUNE WITH COMMENTS OR FEEDBACK ON THE PROPOSED RESTRUCTURING OF HSE. FOLLOWING COLLATION OF THE COMMENTS RECEIVED A DRAFT RESPONSE WILL BE CIRCULATED TO ALL MEMBERS FOR FINAL COMMENT BEFORE SUBMISSION.**

**DSG(2009)M003/A013: SECRETARY TO CIRCULATE DSG(2009)C064 TO ALL DSG MEMBERS TO ASK FOR VIEWS OR FEEDBACK TO RESPOND TO PRE-CONSULTATION ON THE KEY FACTORS FOR THE LONG TERM MANAGEMENT OF PLUTONIUM.**

**DSG(2009)M003/A014: JUNE LOVE TO REGISTER ANNE CHARD TO ATTEND THE CARL WORKSHOP.**

No issues were raised by DSG members.

## **9. ADMIN AND PROCEDURES SUB GROUP UPDATE**

Bob Earnshaw, Deputy Vice-chair provided the update. The Admin and Procedures sub group met on 21<sup>st</sup> August 2009. Minutes DSG/APSG(2009)M003 refers and these have been distributed to all members. Of note:

- Update reports on budget and attendance were tabled and discussed. No issues of concern were raised.
- A number of Scottish/UK meetings were discussed to agree DSG representation. Concerns were raised about short notice and clash of dates for various external meetings with DSG and sub group meeting dates.

Since the meeting notification has been received from NDA that they wish to move the National Stakeholder Group meetings to March and September to fit into their programme for the Strategy Management programme. It appears that this will now clash with the scheduled AGM in March and the Admin & Procedures sub group will consider this at its next meeting.

- A one day conference will be held in London and follows on from previous conferences in Preston and Lanarkshire which concentrated primarily on Sellafield and Dounreay as decommissioning sites and the challenges for regeneration. DSG representatives have attended the previous conferences and it was agreed that up to three DSG representatives would be funded to attend. The details have been circulated to all members to record their interest in attending.
- The Site Stakeholder Group Chair's forum – which consists of all the chairs and vice-chairs of the stakeholder groups around the country - will visit Dounreay in March next year. The week beginning 22<sup>nd</sup> March has been identified and a firm date is currently awaited.
- Finally, the admin and procedures sub group approved the redesign of the DSG's website and this is currently being worked on.

For ease of reference all actions from site operations sub group meeting are recorded here:

**DSG(2009)M003/A015: SECRETARY TO PUT ON FORWARD DIARY A REVIEW OF MEMBERSHIP AND CHAIR/SUB GROUP CHAIRS FOLLOWING THE AGM IN MARCH 2010.**

**DSG(2009)M003/A016: JUNE LOVE TO CHECK WITH DAVID FLEAR WHETHER HE IS AVAILABLE TO ATTEND HIGHER ACTIVITY WASTE WORKSHOP IN EDINBURGH ON 28<sup>TH</sup> OCTOBER 2009.**

**DSG(2009)M003/A017: JUNE LOVE TO PROGRESS ATTENDANCE AT SCOTTISH SITES MEETING ON 29<sup>TH</sup> OCTOBER 2009.**

**DSG(2009)M003/A018: JUNE LOVE TO CONFIRM TO SEPA AND DSRL THAT ALASTAIR MACDONALD WILL ATTEND PARTICLES RECOVERY ADVISORY GROUP.**

**DSG(2009)M003/A019: JUNE LOVE TO CIRCULATE FLIER FOR ONE DAY CONFERENCE IN LONDON ON 24<sup>TH</sup> NOVEMBER AND INVITE VOLUNTEERS FOR ATTENDANCE.**

#### 10. QUESTIONS FROM MEMBERS OF THE PUBLIC

The Chairman invited members of the public in attendance whether they wished to raise any issues.

- John Crowden noted that Jim Morse had talked about a change in Government spending and coupled to that was the competition for the Dounreay site. He asked if some of the bidders submitted a bid with a lengthened programme which would ultimately reduce current spending levels would the NDA find this acceptable.

Jim Morse responded that the NDA were currently going considering six options for site competition including lowest cost, quickest effective decommissioning programme etc. This was currently being worked through and particular attention was being paid to the PVP point of view currently outlined. The NDA were also aware that given the history of the site and the legacies that require addressing it would be easy for a bidder to come in with a relatively low bid and then come back to the NDA later because these legacies had not been fully understood.

The competition would be influenced by the PVP currently being carried out. The NDA will have to wait to see what happens on that front. The Government plan to complete this in March 2010 and this may also help to determine the criteria for site competition.

- John Crowden asked how much influence the NDA had with Government – he asked whether time or money would be the key influencer here or would it be 50/50.

Jim Morse responded that all the above would be considered taking on board what the best solution is to get hazard reduced and Becquerels in a box. It had to be recognised, however, that the NDA cannot do everything on every site and choices would need to be made primarily around the hazard reduction model. Our chairman has intimated that when the NDA arrives at this answer then we can influence Government funding. Ongoing relationships with the sites, regulators and communities will be required to ensure that this case is made strongly.

- John Crowden voiced concerns that once the high hazard at Dounreay was dealt with then it meant that the site would fall down NDA's priority list which would mean the outlook for jobs in the area would be in jeopardy.

Jim Morse responded that the Energy Act does not allow the NDA to simply walk away after hazard reduction is complete.

- John Crowden stated that if he was a bidder he would be looking beyond the high hazard reduction and wondering whether the Dounreay site would simply become another Magnox site with limited budget to keep it safe.

Jim Morse responded that if you looked at the baseline for NDA in order to keep a licensed site with radioactivity on it there are a lot of licence conditions that would need to be fulfilled on a continued basis which would result in large hotel costs. This is what guards against the NDA and Government simply walking away because the large cost of keeping a site secure does not address the issue.

## 11. ANY OTHER BUSINESS

George Farlow drew members' attention to the recent Highland Council local development plans together with the Coastal development strategy. The documents were on the Highland Council website and available at service points.

He pointed out that one of the main issues would be regarding the Pentland Firth where Highland Council are seeing to develop along with their partners.

These documents were currently out for consultation and public meetings had been held in Thurso and Wick. He encouraged all member organisations to read these documents and provide a response to ensure that the views of Caithness & North Sutherland were well represented.

There being no further business the Chairman closed the meeting.

**Alastair MacDonald**  
DSG Chairman

19<sup>th</sup> September 2009

## **APPENDIX 1 - PROGRESS ON ACTIONS**

### **ACTIONS ARISING FROM THIS MEETING (SEPTEMBER)**

M003/A001: Anna MacConnell to forward to minutes of the Pentland Firth Co-ordination Committee when available.

M003/A002: Secretary to draft letter to key partners raising concerns about the numbers of groups in existence.

M003/A003: Secretary to invite National Nuclear Archives Project Manager to the next DSG Socio economic sub group meeting for an update. *Action ongoing – project manager invited to attend next sub group meeting on 28<sup>th</sup> October.*

M003/A004: Secretary to put update from Rolls Royce on the agenda for the next full DSG in September.

M003/A005: Secretary to amend DSG/ESG(2009)M002 with correction identified.

M003/A006: Secretary to obtain copy of Government consultation on zero waste and circulate to ESG members to consider response.

M003/A007: ESG sub group chair to table congratulations to the workforce and site contractors for achieving a good result on safety performance.

M003/A008: Tony Wratten to provide secretary with electronic version of summary information in support of the application for authorisation from Dounreay.

M003/A009: Secretary to invite Donald Norrie, Highland Council, to next meeting to outline changes to Vulcan Emergency Planning Zone.

M003/A010: Secretary to contact Alan Scott to discuss contractor number reporting with Simon Middlemas.

M003/A011: Secretary to speak to DSRL emergency planning team to put arrangements in place to provide an update to site operations sub group at the appropriate time.

M003/A012: All members to provide June with comments or feedback on the proposed restructuring of HSE. Following collation of the comments received a draft response will be circulated to all members for final comment before submission.

M003/A013: Secretary to circulate DSG(2009)C064 to all DSG members to ask for views or feedback to respond to pre-consultation on the key factors for the long term management of plutonium.

M003/A014: June Love to register Anne Chard to attend the CARL workshop.

M003/A015: Secretary to put on forward diary a review of membership and chair/sub group chairs following the AGM in March 2010.

M003/A016: June Love to check with David Flear whether he is available to attend Higher Activity Waste Workshop in Edinburgh on 28<sup>th</sup> October 2009.

M003/A017: June Love to progress attendance at Scottish Sites meeting on 29<sup>th</sup> October 2009.

M003/A018: June Love to confirm to SEPA and DSRL that Alastair MacDonald will attend Particles Recovery Advisory Group.

M003/A019: June Love to circulate flier for one day conference in London on 24<sup>th</sup> November and invite volunteers for attendance.

### **ACTIONS ONGOING FROM PREVIOUS MEETINGS**

M002/A001: Secretary to seek clarification on representation of the National Farmers Union. *Action ongoing – response from Tom Sayles on 26<sup>th</sup> July. NFU were awaiting clarification on representative and would respond in due course.*

M002/A014: DSRL to provide a presentation at next ESG and DSG on the application for new discharge authorisation. *Action ongoing – presentation taking place at ESG in September but will be held over until the December meeting for DSG.*

M002/A017: June Love to ask David Brookfield for a brief on progress of Viewfirth redevelopment. *Action ongoing – chased but on leave until 24<sup>th</sup> July.*

DSG(2009)M001/A005: DSG members to write to MSP to try to affect progress with the Scottish land registry. *Action ongoing: (as of 7 Aug 09): The NDA solicitors dealing with the registration have presented Notices of Title relating to PNS and three monitoring stations to the Land Register of Scotland and the process is ongoing.*

DSG(2009)M001/A018: ESG to write to Scottish Government and HSE to stress that a date for a decision on whether the low level waste facility should be licensed was given greater priority to allow a decision to be made. *Action ongoing – Scottish Government have responded as follows: “There are currently actions outstanding arising from the last meeting with HSE and other interested parties which require to be completed but due to other priorities in each of the organisations we have not been able to progress this matter as quickly as we would have wished. The Scottish Government will continue to work closely with HSE and others to progress the issue of licensing facilities such as that planned for Dounreay”.*

M015/A021: Secretary to put heritage strategy presentation on September DSG agenda. *Action ongoing - This will come forward at a future meeting once project team has developed strategy and discussed with Historic Scotland. Updates will continue at ESG until timetable for process and engagement is finalised.*

M016/A014: Doug Graham to consider how best to present the information on environmental aspects and the frequency of this report. *Action ongoing – work is underway to provide information and will be taken at next ESG meeting for comment.*

### **ACTIONS COMPLETED SINCE LAST MEETING**

M011/A008: Secretary to organise a meeting with Dr Ian Roxburgh, NDA Chief Executive and DSG members. *Action complete – New Chief Executive has been announced and will take up post in October. Attendance at the forthcoming NDA competition Industry event in Caithness has been requested.*

M001/A002: DSRL (Simon Middlemas) to set up local liaison meeting with reps from Buldoo Residents Group as soon as possible. Action complete: The first meeting is scheduled for 8<sup>th</sup> July and will have representation from Caithness West Community Council, Buldoo residents, near neighbours and DSG. Bob Earnshaw is the DSG representative for this meeting. [Secretary's note: due to the 8<sup>th</sup> being unsuitable to a proportion of those attending the meeting is likely to be rescheduled to August].

M001/A013: DSG to write to Highland Council requesting a DSG representative attend emergency planning meetings. *Action complete – Donald Norrie, Highland Council Emergency Planning attended meeting on 24<sup>th</sup> June 2009 (see DSG(2009)M002).*

M001/A023: Rosemary Thompson to see what accommodation was being offered at Ormlie Lodge (as part of discussion on Viewfirth redevelopment project) and report back to next meeting. *Action complete – the NHC does use accommodation at Ormlie Lodge for long stay students and those such as the ERI researchers. The accommodation being offered in the proposed Viewfirth plans would also be of interest to the NHC.*

M002/A002: Secretary to write letter to all DSG members enclosing DSG(2009)C037 and the dates of all forthcoming DSG and sub group meetings. *Action complete – see DSG(2009)C041.*

M002/A003: Secretary to contact Nigel Canty to ensure that he was available to provide an update on the future of Vulcan (addressing list of questions outlined in DSG(2009)C021. *Action complete – email sent to N Canty on 25<sup>th</sup> May 2009 and confirmed.*

M002/A004: Secretary to write to all DSG members with reference to representation on the DSRL/Local Community Liaison Group. *Action complete – email sent to DSG members. Bob Earnshaw will be representative with Derrick Milnes as deputy.*

M002/A005: Secretary to write to Scottish Government expressing DSG's disappointment of date of workshop. *Action complete – email sent to Scottish Government on 25<sup>th</sup> May – a response was given on 27<sup>th</sup> May to say unfortunately they could not change the date of this workshop. David Flear will represent DSG at this workshop.*

M002/A006: Simon Middlemas and Trudy Morris to meet to discuss site contracts. *Action complete.*

M002/A007: NDA competition team to evaluate the possibility of holding the industry day in Caithness and to feedback to the DSG. *Action complete – see report in DSG(2009)M002.*

M002/A008: Alan Coghill to write to Buldoo residents outlining what activities is likely to be undertaken over the next 2-3 months to ensure there is no void of information while the liaison group is being set up. *Action complete – letter been sent.*

M002/A009: Communications Dept to consider if there is a more uniformed way of reporting DSRL and contractors working on site. *Action complete – discussion with Alan Scott and Simon Middlemas has resulted in a different reporting method which can be seen on in the July site performance report.*

M002/A010: Secretary to write to Nick Blowfield (Orkney Island Council) to thank him for his contribution to the environment sub group and to DSG over the past year. *Action complete – DSG(2009)C062.*

M002/A011: Phil Cartwright to ensure that the Dunnet landowners are given prior notice before monitoring was undertaken at Dunnet beach. *Action complete – this had previously been done prior to carrying out a full survey of the beach but the procedure will be amended to reflect notification in advance of the strandline surveys also.*

M002/A012: ESG members to consider representation at the Particles Retrieval Advisory Group (PRAG). *Action complete – Alastair MacDonald will represent DSG at these meetings.*

M002/A013: DSRL (Tony Wratten) to provide a diagram to show predicted future discharges. *Action complete – provided with discharge authorisation presentation given at ESG on 16<sup>th</sup> September 2009.*

M002/A015: All DSG members to provide views on NDA's consultation on low level waste strategy to the secretary. *Action complete – all comments have been collated.*

M002/A016: Secretary to collate all responses to NDA's consultation on low level waste strategy and draft response for endorsement by DSG members before submitting to NDA. *Action complete – response has now been submitted. See DSG(2009)C063.*

M002/A018: Eann Sinclair to circulate information on the Pentland Firth eight work packages when available. *Action complete – see DSG(2009)C060.*

M002/A019: Eann Sinclair to reformat CNSRP progress report with the main headings listed at the beginning of the report. *Action Complete – update for June has been circulated to Advisory Group with headings.*

M002/A020: June Love to write to Norman Harrison to invite him (or deputy) to attend next sub group to provide an update on the activities of UKAEA Ltd. *Action complete – awaiting a response from UKAEA Ltd.*

M002/A021: June Love to draft, on behalf of the socio economic sub group, a letter of support to accompany funding submission to NDA for the MOD. *Action complete – see DSG(2009)C040.*