

DOUNREAY STAKEHOLDER GROUP

A PROPOSAL TO REFORMAT THE WORKINGS OF THE DSG

BACKGROUND

The Dounreay Stakeholder Group has now been in existence for five years. Since its formation the DSG has evolved from four public meetings to having more focussed discussion with the creation of the sub groups which have done an excellent job of focussing down on the real topics of interest for the main meeting.

As part of the sub groups an Admin and Procedures sub group was set up to provide an oversight of the internal workings of the DSG.

As time has moved on the and the DSG is now a more mature body it was felt that a review should be carried out to consider changes in the structure which will allow for a more structured approach to the DSG public meetings.

PRESENT WORKING ARRANGEMENTS

Without going into too much detail there was four main sub group meetings set up with representation from appropriate organisations. The four main sub groups were:

- Admin and procedures sub group
- Site operations sub group
- Environment sub group
- Socio economic sub group

From time to time working groups have been set up to consider a single issue and once this is complete the working group is disbanded. Working groups will continue, as and when appropriate, and notably the Community benefit working group will continue in existence for the foreseeable future until the funding body is identified.

PROPOSAL FOR NEW WORKING ARRANGEMENTS

It is proposed that the following changes be made to the sub group representation and remits.

- The Admin and Procedures sub group will renamed the DSG business meeting and would comprise of the chairman, vice-chairman, and sub group chairmen. This group would not be a decision making body but would come forward with proposals for endorsement at the main DSG meetings or at appropriate times (via correspondence).

The remit of this group would continue to oversee the 'admin' arrangements including membership, terms of reference, communications, etc but would also add to the remit the DSG agenda and DSG strategy issues.

- The socio economic sub group would continue as is with no changes being proposed.

- The site operations and environment sub groups would be combined into one sub group – site restoration sub group – and would encompass the remit of both site operations and environment. The rationale behind this thinking is that many of the issues overlap and it is believed that by combining these sub groups a more focussed agenda would be put in place to discuss issues of site activities.

It is proposed that these two sub groups are combined and that the dates of the sub group meetings would align with those already set for the Site Operations sub group (which is held in the evening).

Note that while Appendix 1 and 2 sets out the current and proposed working arrangements it should also be noted that the DSG chairman, vice-chairman and honorary member can attend all sub group meetings at their own discretion.

PUBLIC DSG MEETINGS

The changes proposed in this paper will not impact on the main DSG meeting which will continue as previously with reports from each sub group and the business meeting will review the issues raised and inform the DSG agenda.

TIMETABLE TO IMPLEMENT CHANGES IF ADOPTED

It is envisaged that present arrangements would continue until the DSG meeting held on 16th June. Following that meeting, if accepted by members, the changes would then be implemented.

ENDORSEMENT

DSG members are invited to provide written comment to this proposal in advance of the DSG meeting in June to allow the proposal to be refined (if required) and taken forward on the 16th of June for endorsement.

APPENDICES

Appendix 1 sets out the current working arrangements of DSG.

Appendix 2 sets out the proposed new arrangements for consideration, comment and endorsement.

Appendix 3 provides details of external meetings where DSG is currently represented and highlights the responsibility of the representative in ensuring that feedback is provided. For continuity, it is proposed to continue with the representation already identified and the business meeting will identify appropriate representatives for any other invitations.

Bob Earnshaw
Admin and Procedures sub group chairman
7th April 2010

APPENDIX 1 – CURRENT DSG WORKING ARRANGEMENTS

ADMIN & PROCEDURES

- Terms of Reference
- Budget
- Procedures
- Membership
- Communications
- Community Engagement
- Liaison with other stakeholder groups (ie, National and Scottish Forums and, other Site Stakeholder Groups, etc)
- Attendance
- Diary of events (rolling programme)
- Overview of sub groups workload

Membership

- **Thurso Community Council** (Bob Earnshaw) *chair*
- **Vacant**
- **Dounreay Trade Unions** (John Deighan)
- **Caithness Partnership** (Koreen MacDougall)

COMMUNITY BENEFITS WORKING GROUP

- Model for community benefit
- Business case scenario

Membership

- **Thurso Community Council** (Bob Earnshaw) *chair*
- **DSG Hon member** (Alastair MacDonald)
- **Highland Council** (Donnie Mackay)
- **Caithness Partnership** (Koreen MacDougall)
- **Caithness West Community Council** (Anne Chard)
- **Buldoo Residents Group** (Ian Webster)

SITE OPERATIONS

- Site programme
- Site performance
 - Safety performance
 - Operational issues
 - Ongoing contractual obligations
 - NII Report
 - DSRL's Report
 - Site Emergency Procedures
 - Security issues
 - Infrastructure issues

Membership

- **Caithness Contractors Consortium** (vacant) *chair*
 - **Assoc of Community Councils** (Donald Mackay)
 - **Caithness West Community Council** (Anne Chard)
 - **Highland Council** (Katrina MacNab)
 - **Dounreay Trade Unions** (John Deighan)
 - **Buldoo Residents Group** (Deirdre Henderson)
 - **Caithness Chamber of Commerce** (Trudy Morris)
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- DSRL (Simon Middlemas)
 - NDA (Stuart Chalmers)
 - Vulcan (Michael Moreland)
 - NII (Peter Dickenson)

ENVIRONMENT

- DSRL's Report
- SEPA's Report
- Discharge authorisations
- Transport/Storage
- Site End Point
- Particles in the environment
- Waste issues
- Fuel issues

Membership

- **Highland Council** (George Farlow) - Chair
 - **SGPRID** (Brian Mutch)
 - **Caithness Against Nuclear Dumping** (Hamish Pottinger)
 - **National Farmers Union** (Vacant)
 - **Orkney Island Council** (Steven Heddle)
 - **Shetland Islands Council** (Rick Nickerson)
 - **Fisheries Working Group** (Willie Calder)
 - **Health service** (Pauline Crow)
 - **North Highland College** (Gordon Jenkins)
 - **ERI** (vacant – 2 off)
 - **Caithness Young Farmers** (Randal Angus)
 - **Buldoo Residents Group** (Deirdre Henderson)
-
- DSRL (Tony Wratten)
 - NDA (Roy Blackburn)
 - SEPA (Roger Wilson)

SOCIO-ECONOMICS

- Dounreay's Socio-economic plan
- Baseline Study
- Liaison with CNSRP
- Employment for the community
- Training
- Research and Development
- Diversification
- NDA's site funding allocations
- Papers submitted to NDA socio economic panel
- Contractual issues

Membership

- **Thurso & Wick Trades Council** (Derrick Milnes) *chair*
 - **HIE** (Carol Gunn)
 - **Chamber of Commerce** (Trudy Morris)
 - **Caithness Parntership** (Koreen MacDougall)
 - **Church of Scotland** (Ronnie Johnstone)
 - **Highland Council** (David Flear)
 - **Scrabster Harbour Trust** (Rod Johnstone)
 - **North Highland College** (Gordon Jenkins)
 - **Rolls Royce** (Pat Gallagher)
 - **Caithness Voluntary Group** (John Green)
 - **North Highland Tourism** (Murray Lamont)
 - **CNSRP** (Eann Sinclair)
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- DSRL (Ken Nicol)
 - NDA (Anna MacConnell)

APPENDIX 2 – PROPOSED NEW WORKING ARRANGEMENTS FOR ENDORSEMENT

DSG BUSINESS MEETING

Remit

- DSG strategy
- DSG agenda setting
- Administration arrangements:
 - Terms of Reference
 - Membership
 - Budget
 - Community engagement
 - Representative at external meetings (ie national and Scottish forums and other site stakeholder groups, etc)
 - Attendance
 - Procedures
 - Diary of events
 - Overview of sub group workload
- Communications

Membership

- **DSG chairman**
(Bob Earnshaw)
- **DSG vice-chairman**
(David Flear)
- **Socio economic sub group chairman**
(Derrick Milnes)
- **Site restoration sub group**
(tbc)

Dates of meetings (1330 hrs)

- 20th August 2010
- 12th November 2010
- 4th February 2011

SITE RESTORATION SG

Remit

- Site performance (operational and environment)
- Safety performance
- Operational issues
- Contractual obligations
- NII report
- SEPA report
- Site Emergency procedures
- Security issues
- Infrastructure issues
- Site discharges
- Transport/storage issues
- Site end state
- Particles progress
- Waste issues
- Fuel issues

Membership

- **Highland Council**
(George Farlow)
- **SGPRID**
(Brian Mutch)
- **Caithness Chamber of Commerce**
(Trudy Morris)
- **Caithness Contractors Consortium**
(Alan Scott)
- **Caithness Against Nuclear Dumping**
(Hamish Pottinger)
- **Orkney Island Council**
(Steven Heddle)
- **Shetland Islands Council**
(Rick Nickerson)

SITE RESTORATION SG

- **Health Service**
(Pauline Crow)
- **ERI**
(Vacant – 2)
- **National Farmers Union**
(Vacant)
- **Caithness Young Farmers**
(Randal Angus)
- **Buldoo Residents Group**
(Deirdre Henderson)
- **Association of Community Councils**
(Donald Mackay)
- **Caithness West Community Council**
(Anne Chard)
- **Highland Council**
(Katrina MacNab)
- **Dounreay Trade Unions**
(John Deighan)

Observers

- DSRL – Simon Middlemas
- NDA – Stuart Chalmers
- Vulcan – Michael Moreland
- NII – Peter Dickenson
- SEPA – Roger Wilson

Dates of meetings (1900 hrs)

- 21st July 2010
- 3rd November 2010
- 19th January 2011

SOCIO-ECONOMICS

Remit

- Dounreay's Socio-economic plan
- Baseline Study
- Liaison with CNSRP
- Employment for the community
- Training
- Research and Development
- Diversification
- NDA's site funding allocations
- Papers submitted to NDA socio economic panel
- Contractual issues

Membership

- **Thurso & Wick Trades Council**
(Derrick Milnes) *chair*
- **HIE** - (Carol Gunn)
- **Chamber of Commerce**
(Trudy Morris)
- **Caithness Partnership**
(Koreen MacDougall)
- **Church of Scotland**
(Ronnie Johnstone)
- **Highland Council** - (David Flear)
- **Scrabster Harbour Trust**
(Rod Johnstone)
- **North Highland College**
(Gordon Jenkins)
- **Rolls Royce** - (Pat Gallagher)
- **Caithness Voluntary Group**
(John Green)
- **North Highland Tourism**
(Murray Lamont)
- **CNSRP** - (Eann Sinclair)

Observers

- DSRL (Ken Nicol)
- NDA (Anna MacConnell)

Dates of meetings (1330 hrs)

- 21st July 2010
- 3rd November 2010
- 19th January 2011

APPENDIX 3 – REPRESENTATION AT EXTERNAL MEETINGS

The following have been identified as DSG representatives:

- **NDA National Stakeholder Group**
Bob Earnshaw
June Love
- **Scottish Sites Meeting (Scottish Government)**
Bob Earnshaw or David Flear (as appropriate)
- **CNSRP Advisory Board**
Ronnie Johnstone
- **CoRWM meetings**
David Flear
- **Higher activity waste workshops (Scottish Government)**
David Flear
- **Scottish Political Party Conferences**
Derrick Milnes
- **Particles Retrieval Advisory Group**
to be advised
- **North Highland Regeneration Fund**
Derrick Milnes
- **LEADER**
June Love

Individuals representing DSG on any meetings, workshops or seminars should as a minimum:

- Ensure that all paperwork relating to the meeting is copied to the secretary to allow her to distribute to all DSG members.
- Secretary will request comment/views from all DSG members, collate the information and feed back to the appropriate representative to ensure that all DSG interests are covered.
- Representative should provide a short summary of key points of meeting to the secretary following the meeting.
- Secretary will ensure that summary of meeting is circulated to all DSG members.