

**DOUNREAY STAKEHOLDER GROUP
SOCIO ECONOMIC SUB GROUP**

DSG/SESG(2010)M003

Minutes of the DSG Socio Economic sub group meeting held on Wednesday 21st July 2010 at 1330 hours in the Pentland Hotel (large lounge), Thurso.

Present:	Derrick Milnes	Thurso & Wick Trades Council (chair)
	Bob Earnshaw	DSG Chair
	Alastair MacDonald	DSG honorary member
	Carol Gunn	HIE
	Koreen MacDougall	Caithness Partnership
	Ronnie Johnstone	Church of Scotland
	Gordon Jenkins	North Highland College
	Trudy Morris	Caithness Chamber of Commerce
	Cllr David Flear	Highland Council
	John Green	Caithness Voluntary Group
	Eann Sinclair	Caithness & NS Regeneration Partnership
	Pauline Crow	Health Service
In addition:	June Love	DSRL/DSG Secretariat
	Anna MacConnell	NDA
	Ken Nicol	DSRL
	Marie Mackay	DSRL (item 6)
	Philip Behan	Babcock Int Group
	Jill Callander	Chapelcross SSG Secretariat (observing)

MINUTES

1. WELCOME AND INTRODUCTIONS

Derrick Milnes welcomed everyone to the meeting and introduced Jill Callander (Chapelcross) and Philip Behan (Babcock International Group). Brief introductions were made round the table.

2. APOLOGIES RECEIVED

Apologies have been received from Pat Gallagher.

3. MINUTES OF LAST MEETING

DSG/SESG(2010)M002 refers. The minutes were accepted as a true record, proposed by Eann Sinclair and seconded by Koreen MacDougall.

4. PROGRESS ON ACTIONS

- M002/A009: David Flear to speak to Alistair Dodds on progress of discussions with NDA on socio economic criteria for the Dounreay site closure contract. Action complete.

David Flear noted that he had spoken to Alistair Dodds. Alistair had been present, along with Roy Kirk, at a meeting with NDA Chief Executive and Commercial Director. Following this meeting Anna MacConnell had contacted Alistair, and other stakeholders, to discuss the socio economic input to the contract resulting in a paper going forward to the NDA competition team. *[Secretary's note: this paper was discussed under item 8 in the agenda.]*

- M002/A011: David Flear to discuss the spend against the £12M additional funding with Roy Kirk. *Action continuing.*

David Flear noted that he and Roy Kirk were currently trying to identify a suitable date for this discussion. He added that he had spoken to Willie Roe (Chairman, HIE) and had received a response to questions he had raised. It was agreed that June would circulate Willie Roe's response to members.

Action: DSG/SESG(2010)M003/A001: Secretary to circulate Willie Roe's written response to questions raised by David Flear.

- M003/A012: Roy Kirk to develop a model on the economic impact and how this could be monitored (to be shared with DSG and the CNSRP Advisory Board). *Action continuing.*

Carol Gunn stated that this action was ongoing. A baseline study had been undertaken in 2006 and this would be repeated every 4-5 years so that the impact of regeneration activities could be monitored.

- M002/A023: DSG to write to Graeme Rankin regarding the weighting of the socio economic criteria within the Dounreay site closure contract. *Action complete – see DSG(2010)C073.*
- M003/A003: Secretary to invite National Nuclear Archive Project Manager to next DSG socio economic sub group meeting for an update. *Action ongoing – Stewart Henderson was going to attend this meeting but unfortunately there was a clash of commitments in his diary and he is away at meetings at the moment. Stewart is aware that DSG is looking for an update and will attend look to attend next meeting.*

5. DISCUSSION ON VIEWFIRTH REDEVELOPMENT

Derrick Milnes stated that he, Bob Earnshaw, Anna MacConnell and June met with David Brookfield to discuss the progress on the proposed Viewfirth redevelopment. An email was sent out to all DSG members. In summary:

- Since NDA asked DSG to consider whether a community project could be housed at the old Viewfirth site a steering group, under David Brookfield's chair, was set up following a DSG public meeting.
- This project has been ongoing for three years and the Steering Group has done a good job in consulting and evolving concept designs. The next stage would be to identify funding streams to allow this project to progress.
- David Brookfield is keen to move this project on one way or the other but if DSG is supportive that this project continues it needs a champion to lead it and to get community buy in.
- He asked the group to consider whether this project has merit because a decision needed to be made as to whether the DSG would be supportive of the project moving forward or whether it would be better to support another community project given that there were some projects that were starting to come forward

and make progress.

- Billy Manson had written to DSG regarding the Halkirk community complex – DSG(2010)C074 refers.

David Flear said that he thought that David Brookfield had done an excellent job getting the project to the concept design stage. He noted that the Highland Council capital programme (for the next 5-10 years) did not include the Viewfirth project and therefore would be unlikely to get funding from this route. The priority for the capital programme included Wick High School and upgrading the Council offices. He further noted that Highland Council had committed funding for the Halkirk community centre but this funding would not be released until the full funding package was available. He felt that the capital funding was probably achievable but had concerns about ongoing revenue funding.

Alastair MacDonald agreed and stated that it had always been a concern of his that revenue funding would be difficult. He also noted that there was a lack of enthusiasm from the community and that the NDA had already waited three years for a response from DSG on the suitability of a project for the Viewfirth site. The lack of support was disappointing and given the current financial climate he felt that it would be difficult to get this project off the ground.

Ronnie Johnstone noted that about three years ago Caithness Partnership brought together a number of organisations who were looking to upgrade or build new community facilities. The meeting allowed a number of organisations to understand the plans of others so that there was no duplication.

Bob Earnshaw said that he agreed with Alistair's comments regarding the lack of support by the community. When the project first started a number of organisations had come along to the public meetings to get involved but gradually this had diluted. He believed that, in the present financial climate, this project should be disbanded, recognising that David Brookfield had put a lot of his personal time into trying to take it forward.

David Flear reminded members that the cinema had closed and it might be a better idea to look at this to see if funding could be found to re-open this facility. Ken Nicol noted that there were a couple of business proposals for the cinema complex which may help the case for re-opening the cinema as a community facility with a sustainable business generating the revenue which would help sustain the cinema.

Eann Sinclair said that David Brookfield had done as much as he could on the Viewfirth project. He noted the number of projects already started stating that support would be required for some these projects.

Trudy Morris added that in addition to the number of projects already started there were a number of empty buildings/offices in the town that needed to be utilised to help inward investment initiatives.

Carol Gunn asked whether the NDA would release the funds for the sale of the Viewfirth land to allow the DSG to consider the different projects already being developed and where the funding could be of best use.

Action: DSG/SESG(2010)M003/A002: Derrick Milnes to write to NDA with regards the funding for the sale of the Viewfirth land.

It was agreed that the consensus appeared to be that the Viewfirth project should not be pursued any further and that options for other projects already under development should be considered and supported. The discussion would be summarised and circulated to all DSG members for ratification at the full meeting in September 2010.

Action: DSG/SESG(2010)M003/A003: Derrick Milnes to summarise discussion on Viewfirth project and ask for endorsement at the full DSG meeting on the way forward.

6. COMMUNITY FUNDING REQUESTS

Derrick Milnes noted that a number of requests had been endorsed via e-mail correspondence – DSG(2010)C059.

A list of new requests were tabled and endorsed. DSG(2010)C066 refers.

7. UPDATES ON SOCIO ECONOMIC ACTIVITIES

DSG(2010)P018: CNSRP progress report had been circulated to members in advance of the meeting. Eann Sinclair noted the key points from the paper:

- The Scrabster project moves on. Jim Mather had held a meeting with all the funding bodies and there is a positive sense about progress with this project.
- The ESF funding application for workforce transition had gone through the first phase. Skills Development Scotland (SDS) was leading with the funding application with support from a number of organisations. The next stage of the application is due in August and the proposal is for a £3.6M programme over a four year period and tries to bring together new entrants to the workforce, the currently workforce and apprenticeships, etc.
- Digital connectivity is fundamental for inward investment and the working group continues to progress this. HIE and the Highland Council are assisting in terms of local infrastructure.
- The potential for developing a pilot project for next generation access (super fast broadband) in Caithness & North Sutherland is now being investigated.
- The CNSRP held a workshop on the 2nd July where the programme was discussed and agreement made on the main focus of activities for the next 3-5 years. A small set of focussed activities will be identified and made public along with the launch of the CNSRP vision document and programme.

Carol Gunn noted that HIE's activities were covered in the CNSRP progress report and had nothing more to add.

Anna MacConnell, NDA, noted the following:

- An application would be made to the NDA Socio Economic panel for workforce transition. This was being worked up with other partners.
- Work was continuing on the Scrabster Harbour funding application and this had now gone to DECC to make sure it is compliant. She noted that it would be helpful if other funders could offer some concrete support.

Derrick Milnes asked Eann Sinclair to take note of the comment requiring support from other funders for Scrabster. This needed to be progressed as quickly as possible.

- A number of people would be visiting Cumbria on a learning journey in August. DSG would be represented by David Flear and Derrick Milnes. The visit would allow members of the CNSRP to meet the Cumbria Vision board and to learn how this works.

Ken Nicol, DSRL, noted:

- A number of discussions had taken place with the Parent Body Organisation (Babcock Int Group) on how DSRL and Babcock could work closer together. At present they were considering secondments opportunities.
- Funding received from the National Skills Academy, Nuclear had allowed one company to send three apprentices down to the central belt to provide them with experience working with different companies.
- Fusion and radiopharmaceuticals was being led by DSRL at this time and a short term action plan would be developed to start to progress these.

Trudy Morris, Caithness Chamber of Commerce, noted:

- A number of opportunities were coming up and it would be essential to get clear messages developed so there was a consistent voice. The Scottish Secretary of State, Michael Moore, had confirmed his attendance at the Chamber dinner in September and there was a reception planned in Dornoch with the Firth Minister where Trudy would be representing Scottish Chambers.

Derrick Milnes noted that any key messages developed for these events would be useful for the party political conferences as well.

- Scottish Chamber of Commerce had set up a working group to look at the effects of the Calman report and to assess the proposals for additional devolved powers to the Scottish Government .

Phil Behan, Babcock International Group, noted:

- He had spent the last couple of months speaking to a number of people and organisations to consider how Babcock could assist. An incredible amount of work had been done and his feeling was that this work now needs to be brought together more because his impressions were it was still a bit disjointed.
- Babcock was speaking with various bodies on a number of issues and would try to help facilitate some of these.
- Currently Babcock was working out how they can put their weight behind some of the work already started.

David Flear noted that recent announcement from Subsea 7 which would result in 150 jobs. This was good news for the county.

Ronnie Johnstone noted that he had attended the CNSRP Advisory Board, on behalf of the DSG. At the last meeting there had been presentations by the Crown Estate, Pensions Office and Scrabster Harbour project. He believed that there was a trust beginning to be developed within the Advisory Board and there was an opportunity to speak to Sandy Park and others.

Trudy Morris agreed and felt it was a useful meeting to receive updates on progress. Also from the Advisory Board a number of small working groups had evolved to take forward other projects and this was the value of partnership working.

Gordon Jenkins noted that the contract for the Engineering Skills Centre had now been signed and work would start shortly. A ground-breaking ceremony would take place later that week. He noted that there would be some difficulties with construction and the new intake in September and expected a fair bit of churn inside the buildings as students and staff would need to be flexible for a while.

8. NDA/DOUNREAY TOPICS

- **Site competition**

[Secretary's note: Philip Behan was asked to leave the meeting for this topic.]

A number of correspondence had been circulated to members on site competition.

- DSG(2010)C065 outlined the change in timetable for the competition dialogue. This had now slipped from July/August to around November time.

Derrick Milnes noted that a meeting had taken place with Graeme Rankin on 14th July and a number of topics had been discussed. DSG(2010)C070 refers.

Anna MacConnell had spoken with a number of stakeholders to develop a paper on socio economic commitments and it had been agreed at the meeting on 14th July that this would be tabled at the socio economic sub group to allow members final comments before it was finalised. DSG(2010)C067 refers.

It was agreed that members would take the paper away and provide comments to Anna MacConnell by close of play Monday 26th July 2010.

Action: DSG/SESG(2010)M003/A004: All socio economic sub group members to provide comments on DSG(2010)C067 to Anna MacConnell by close of play 26th July 2010.

Derrick Milnes noted that there had been action from the DSG meeting to write to Graeme Rankin regarding the socio economic weighting for the closure contract. A letter had been drafted and members had provided additional comments in the light of the meeting held on 14th July. This letter (DSG(2010)C073) had been circulated to all sub group members. It was agreed that this letter captured all the comments received and members confirmed they were content with the draft and that it should be sent.

Action: DSG/SESG(2010)M003/A005: Secretary to finalise letter (DSG(2010)C073) to Graeme Rankin on issues related to socio economics and the closure contract.

[Secretary's note: Philip Behan was invited back into the meeting.]

- **NDA socio economic spend**

At a recent meeting with Randall Bargelt, Derrick Milnes had asked for a breakdown of spend for NDA socio economics. Anna MacConnell tabled a written update. Members were asked to take it away and consider the information and provide the Secretary with any comments.

Anna stated that if any members wished further information on specific projects she would be able to provide.

Trudy Morris said it was important to note that Wales and Cumbria now had new build on their agenda but were still part of the priority areas for the NDA.

Bob Earnshaw noted that the Site Stakeholder Group (SSG) chairs' forum had visited Dounreay at the end of June and this had led to a better understanding by them on the challenges faced by the closure of the Dounreay site.

.Action: DSG/SESG(2010)M003/A006: All members to consider the table of spend against NDA socio economic funding and provide the Secretary with any comments or questions.

- **NDA support and overhead costs**

DSG(2010)C036 and the response C045 was tabled. Anna MacConnell noted that she was trying to organise a meeting with Bob Churchill and Jonathon Jenkins to discuss this.

- **NDA Business Plan**

DSG had written to NDA on a number of topics regarding the NDA business plan (DSG(2010)C034). Members noted that a response had now been received (DSG(2010)C044).

- **National Nuclear Archive**

DSG had written to the NDA regarding commitment to the national nuclear archives (DSDG(2010)C035 refers). A response had been received.

The project manager for the archives had also circulated the proposal of application notice (DSG(2010)C058).

It was noted that the exhibition planned for the week beginning the 12th July had been postponed. David Flear noted that the press had contacted him with regards to this project and he had confirmed that it was still ongoing and that the NDA were looking a ways for funding. What was uncertain was the timescale for this project and Anna MacConnell was asked to provide a timescale for this.

Action: DSG/SESG(2010)M003/A007: Anna MacConnell to provide an indicative timescale for the national nuclear archives.

- **Discussions with John Thurso**

Derrick Milnes noted that some DSG members had met with John Thurso shortly after the DSG meeting on 16th June. One of the subjects discussed with a discussion John Thurso had held with Chris Huhne regarding the progress of decommissioning at Dounreay.

It was agreed that DSG would write to Chris Huhne, copied to Vince Cable, inviting both to visit Caithness to see the progress of decommissioning on the Dounreay site and also outline the challenges and opportunities for the county.

Action: DSG/SESG(2010)M003/A008: Secretary to draft letter to Chris Huhne (copied to Vince Cable) inviting them to Caithness to visit Dounreay and learn about opportunities/challenges in the county.

9. FUSION – IFMIF

Derrick Milnes noted that the Culham Science Centre had responded to DSG's letter on IFMIF. He also noted that John Thurso, MP had raised the question in Prime Minister's Question Time and David Cameron said he would listen to representations. This also resulted in media interest and Trudy Morris had been quoted on behalf of business and DSG.

The secretary had circulated a brief note to all members regarding John Thurso's question to David Cameron. For the record, Councillor Steven Heddle responded saying it is a pretty fair bet that Orkney Islands Council would oppose any such move, and as the Orkney rep on the DSG he wished to note his dissent in regard to any DSG initiative to attract nuclear operations to Caithness or indeed Sutherland. The secretary had emailed Steven back saying that at present clarification from Scottish Government was awaited on whether they perceived this project to be nuclear.

David Flear asked how this will now be taken forward. It was essential that everyone was brought up to speed on this. He noted that John Thurso had also written to Chris Huhne on Fusion.

Trudy Morris said that, following discussions with Roy Kirk, both UK and Scottish Government were asking about projected job numbers. She added that it was important to understand the selection process and how Caithness could be represented.

Ken Nicol agreed that the selection process would be the first thing required to understand the process. Ken also noted that DSRL would take the lead in the meantime for this and an action plan would be developed with the selection process a priority. Ken agreed to provide the DSG socio economic sub group with a briefing note on Fusion for information.

Action: DSG/SESG(2010)M003/A009: Ken Nicol to provide a briefing note on Fusion for SESG members.

Ken Nicol also noted that he would be setting up a small project team to take the short term action plan forward.

Bob Earnshaw said that this may be an opportunity for Babcock International Group to get involved by influencing people in the south. Philip Behan stated that he was keen to get involved.

Ken Nicol also noted that this facility was, in reality, a particle accelerator and it was important to ensure that people were aware of this so that it was not completely absorbed by whether it was nuclear or not.

Philip Behan noted that he had read some of the documents already developed on this and thought that the job numbers identified was quite robust although he noted that further work was required. However, he stated that even if it created only 50 jobs it would still require a real mix of disciplines and the spin offs which could result from this would be important.

Trudy Morris asked if pressure could be applied to the new Scottish Government representative on the CNSRP, Karen Jackson, to get a response from Scottish Government on their views of Fusion.

10. TRANSPORT LINKS

Koreen MacDougall tabled the Northern Isle Ferry Services consultation and also provided a brief presentation (DSG(2010)C068 refers). Koreen outlined the key issues within the consultation and it was agreed that a response would be drafted on behalf of DSG.

Anna MacConnell noted that it would be important to look at the Ferry Services consultation on the potential impact of the regeneration of Caithness and North Sutherland. David Flear agreed that this was important and that infrastructure was going to be key for inward investment activities.

Action: DSG/SESG(2010)M003/A010: Koreen MacDougall/Trudy Morris/June Love to get together and draft a response to the Northern Isle Ferry Services consultation for approval by DSG.

Koreen also noted that she had just received notification of an event to be held in Edinburgh on 5th October on Transport for Scotland.

Members agreed it would be useful to ensure a strong Caithness voice with consistent messages on infrastructure etc. Koreen noted that she and John Green would be attending. David Flear said he would also be interested in attending.

Action: DSG/SESG(2010)M003/A011; Secretary to put Transport for Scotland 2010 event on DSG business meeting for discussion on representation by DSG.

11. ANY OTHER BUSINESS

Derrick Milnes summarised the following correspondence which had been circulated for noting:

- DSG(2010)C040: Response from George Lyon re visit to Caithness. Disappointment was expressed that George Lyon was unable to visit Caithness at this time.
- DSG(2010)C054: DSG had written to Highland Council supporting Caithness Horizons and this had resulted in a response from Councillor David Alston (DSG(2010)C060). Councillor Alston, in his correspondence, suggested that DSG consider where savings could be made and to look at HC's on-line consultation.

Derrick Milnes then invited members to bring forward any further business for discussion. The following was raised:

- David Flear raised the subject of insurance arrangements for members who serve on outside bodies. He noted that where there is any possibility of legal liability the company or body should effect appropriate cover for its directors, company officers and committee members. David thought this might be something that DSG should look at and it was agreed that this would be brought forward for the DSG business meeting.

Action: DSG/SESG(2010)M003/A012: Secretary to put insurance arrangements for members on the DSG business meeting agenda for discussion.

- Cllr Katrina MacNab had written to the DSG secretary regarding a proposed pilot programme for Caithness Engineering apprentices. Helen Mackay, T3uk, was looking at ways of maximising the apprenticeships in the county and a proposal was being developed whereby a further three apprentices should be employed by T3uk. T3uk would take responsibility for managing the apprentices including all paperwork that would be required. The apprentices would spend their first year at North Highland College and for years 2 and 3 they would be located to engineering firms within Caithness to gain the experience of working with different companies who were not in a position to commit to a full time apprenticeship scheme. Apprentices would rotate on a 3-4 months basis.

Members discussed the proposal and the email from Katrina asking for support. Eann Sinclair noted that this would be part of the ESF funding proposal for workforce transition that including apprenticeships and the work that Helen Mackay was proposing. It was agreed that Eann Sinclair and Trudy Morris would update Katrina MacNab on the ESF funding application and the plans for taking this forward.

Action: DSG/SESG(2010)M003/A013: Eann Sinclair/Trudy Morris to update Cllr Katrina MacNab on the ESF funding application for workforce transition, including apprentices.

- DSG(2010)C063 was tabled. This document outlined the nuclear decommissioning supply chain development project which is being managed by Scottish Enterprise but included the Highlands and Islands.

Trudy Morris said she had spoken to Roy Kirk about this project and he had indicated that Keith Muir was the HIE contact. It was agreed to invite Keith Muir to the next socio economic sub group meeting to provide an update on this project.

Action: DSG/SESG(2010)M003/A014: Secretary to invite Keith Muir, HIE to the next DSG Socio economic sub group meeting to provide an update on the nuclear decommissioning supply chain development project.

- Bob Earnshaw noted that he had received an invitation to attend a public meeting with the First Minister and members of the Scottish Cabinet in Dornoch Academy on Tuesday 27th July. Trudy Morris noted that she would be representing Scottish Chambers at this event. There appeared to be an opportunity for questions and the Secretary had circulated a note to members asking for any questions they would like to see raised. It was agreed that if there was a number of people from Caithness attending it would be useful to co-ordinate questions so

ACTIONS ARISING FROM THIS MEETING

DSG/SESG(2010)M003/A001: Secretary to circulate Willie Roe's written response to questions raised by David Flear.

DSG/SESG(2010)M003/A002: Derrick Milnes to write to NDA with regards the funding for the sale of the Viewfirth land.

DSG/SESG(2010)M003/A003: Derrick Milnes to summarise discussion on Viewfirth project and ask for endorsement at the full DSG meeting on the way forward.

DSG/SESG(2010)M003/A004: All socio economic sub group members to provide comments on DSG(2010)C067 to Anna MacConnell by close of play 26th July 2010.

DSG/SESG(2010)M003/A005: Secretary to finalise letter (DSG(2010)C073) to Graeme Rankin on issues related to socio economics and the closure contract.

DSG/SESG(2010)M003/A006: All members to consider the table of spend against NDA socio economic funding and provide the Secretary with any comments or questions.

DSG/SESG(2010)M003/A007: Anna MacConnell to provide an indicative timescale for the national nuclear archives.

DSG/SESG(2010)M003/A008: Secretary to draft letter to Chris Huhne (copied to Vince Cable) inviting them to Caithness to visit Dounreay and learn about opportunities/challenges in the county.

DSG/SESG(2010)M003/A009: Ken Nicol to provide a briefing note on Fusion for SESG members.

DSG/SESG(2010)M003/A010: Koreen MacDougall/Trudy Morris/June Love to get together and draft a response to the Northern Isle Ferry Services consultation for approval by DSG.

DSG/SESG(2010)M003/A011: Secretary to put Transport for Scotland 2010 event on DSG business meeting for discussion on representation by DSG.

DSG/SESG(2010)M003/A012: Secretary to put insurance arrangements for members on the DSG business meeting agenda for discussion.

DSG/SESG(2010)M003/A013: Eann Sinclair/Trudy Morris to update Cllr Katrina MacNab on the ESF funding application for workforce transition, including apprentices.

DSG/SESG(2010)M003/A014: Secretary to invite Keith Muir, HIE to the next DSG Socio economic sub group meeting to provide an update on the nuclear decommissioning supply chain development project.

DSG/SESG(2010)M003/A015: All DSG socio economic sub group members to consider questions that could go forward to the public meeting with the First Minister on 27th July..

ACTIONS ONGOING SINCE LAST MEETING

M002/A011: David Flear to discuss the table of spend against the £12M additional funding with Roy Kirk.

M003/A012: Roy Kirk to develop a model on the economic impact and how this could be monitored (to be shared with DSG and the CNSRP Advisory Board). *Action continuing – it is proposed that a baseline study will be undertaken to compare with the 2006 baseline study and this would be repeated every 4-5 years.*

M003/A003: Secretary to invite National Nuclear Archive Project Manager to next DSG socio economic sub group meeting for an update. *Action ongoing – Stewart Henderson was going to attend this meeting but unfortunately there was a clash of commitments in his diary and he is away at meetings at the moment. Stewart is aware that DSG is looking for an update and will attend look to attend next meeting.*

ACTIONS COMPLETED SINCE LAST MEETING

DSG(2010)M001/A012: DSG to write to NDA regarding future funding for the national nuclear archives. *Action complete. – response received – see DSG(2010)C029.*

DSG(2010)M001/A019: DSG to write to NDA raising concerns regarding the socio economic element within the site competition contract. *Action complete – response received – see DSG(2010)C029.*

DSG(2010)M001/A020: Stuart Chalmers to clarify the socio economic element of the Sellafield contract. *Action complete – there was no socio economic element in the Sellafield contract.*

DSG(2010)M002/A002: Secretary to draft a letter to John Thurso, MP on his re-election and to ask for a meeting at the earliest opportunity. *Action complete – see DSG(2010)C048.*

M002/A009: David Flear to speak to Alistair Dodds on progress of discussions with NDA on socio economic criteria for the Dounreay site closure contract. *Action complete.*

DSG(2010)M002/A010: Secretary to invite Roger Hardy to attend next DSG Socio economic sub group meeting. *Action complete – Roger Hardy is not available to attend the next sub group meeting but Philip Behan, Development Manager, Babcock International would be attending in his place.*

DSG(2010)M002/A013: June Love to contact David Brookfield to find out what progress had been made on Viewfirth project. *Action complete – discussed and agreed to set up meeting.*

DSG(2010)M002/A014: June Love to circulate an email, following discussions with David Brookfield on Viewfirth, requesting views on the way forward. *Action complete – email circulated to organise meeting to discuss way forward.*

DSG(2010)M002/A015: All SESG members to provide any questions or views they would like to raise with HIE to Secretary. *Action complete – questions or views raised by SESG members.*

DSG(2010)M002/A016: All SESG members to consider key messages for the area and send to the Secretary (*see DSG/Wick & Thurso Trades Council*). *Action complete* – key messages agreed and leaflets currently being designed.

DSG(2010)M002/A017: Secretary to draft letter to NDA regarding response to national nuclear archives. *Action complete* – *DSG(2010)C035*.

DSG(2010)M002/A019: Secretary to draft letter to NDA raising issues in business plan including skills, socio economics and planned assured funding for Dounreay. *Action complete* – *see DSG(2010)C034*.

DSG(2010)M002/A020: All SESG members to provide secretary with any issues they would like to see raised in meeting with Jamie Stone, MSP. *Action complete*.

DSG(2010)M002/A021: Secretary to write to Roger Hardy to invite him to meet with DSG members. *Action complete* – *see DSG(2010)C037*.

DSG(2010)M002/A022: SESG to invite NDA Chief Executive to nominate NDA representatives to consider centralising support services in Caithness to support the vision of the NDA to reduce their overall support service costs. *Action complete* – *see DSG(2010)C036*.

M002/A023: DSG to write to Graeme Rankin regarding the weighting of the socio economic criteria within the Dounreay site closure contract. *Action complete* – *see DSG(2010)C073*.