

DOUNREAY STAKEHOLDER GROUP
BUSINESS MEETING

DSG/BM(2011)M005

Minutes of the DSG Business meeting held on Tuesday 16th August 2011 at 1330 hours in Dounreay.com, Thurso.

Present: Bob Earnshaw DSG Chairman
 Cllr David Flear DSG Vice-chairman
 Derrick Milnes DSG Socio Economic sub group chairman
 Cllr George Farlow DSG Site Restoration sub group chairman
 June Love DSG Secretariat, DSRL

[NB: Bob Earnshaw had to leave during meeting. David Flear took over chair].

MINUTES

1. WELCOME

Bob Earnshaw welcomed everyone to the meeting.

2. APOLOGIES

There were no apologies.

3. MINUTES OF LAST MEETING

The minutes of the last meeting, DSG/BM(2011)M004, were endorsed..

4. PROGRESS ON ACTIONS

All actions of DSG were reviewed. It was agreed to update the action status and circulate to all members in time for the main meeting to be held on the 15th June.

Action: DSG/BM(2011) M005/A001: Secretary to update progress on actions and circulate to all DSG members in time for DSG meeting on 14th September 2011.

[David Flear took over the chair at this point].

5. ISSUES ARISING FROM SUB GROUP MEETINGS

Site Restoration sub group

- Low level waste – it was noted that the DSG chair had requested a special meeting for DSG members and Buldoo Residents on the low level waste project. This meeting had now been arranged and would take place on 8th September 2011.
- COMARE/KIKK report - it was noted that this item had been deferred and would be taken at the next Site Restoration Sub Group meeting (2nd November). The COMARE chairman (Alex Elliott) and Paul Dale would be attending this meeting to respond to the issues raised.

Socio economic sub group

- Dounreay Community Fund – Following a number of comments at the sub group it had been agreed to review the criteria for assessing fund applications.
- NDA competition – following discussion at the sub group a meeting has now been organised on the 23rd August for Graeme Rankin, Competition Manager to provide an update and Anna MacConnell will outline the communications around the announcement of the preferred bidder.
- Dunbar hospital – Following discussion at the sub group a number of DSG members attended the CHP meeting held on 16th August. The report on Dunbar hospital was deferred pending revision of the document.
- Crown Estate: a response from the Crown Estate has now been received. This will be brought forward to the next sub group for discussion.

6. ADMINISTRATION ARRANGEMENTS

Membership: The following was noted:

- John Hook, Rolls Royce has resigned from DSG.
- Debbie Gray, North Highland College will now sit on Socio Economic sub group meeting (Gordon Jenkins will continue to sit on main DSG).
- Gail Ross, Highland Council has now been nominated.
- Deirdre Mackay, Sutherland Partnership has joined DSG.

It was noted that there were still some outstanding responses to letters written with regards to membership issues. These will continue to be progressed.

Attendance report: The attendance report was noted with no issues being raised.

DSG diary: The diary was discussed. ONR had invited members of DSG to attend a workshop on bulk quantity wastes in October. It was agreed that David Flear and June Love would attend.

DSG protocol: Following some recent events regarding correspondence from DSG members it was agreed that a protocol for questions, letters and website publication needed to be addressed. A protocol had been drafted and the group agreed to review the protocol and provide comments.

Action: DSG/BM(2011)M005/A002: All DSG business meeting members to review the protocol for questions, letters and website publication.

DSG agenda for 14th September: A draft agenda was tabled for discussion. It was agreed that the agenda could be published and distributed to members.

Action: DSG/BM(2011)M005/A003: Secretary to finalise agenda and relevant paperwork and distribute to members in time for meeting on 14th September 2011.

7. ANY OTHER BUSINESS

Minutes of West Cumbria SSG: Members agreed that the minutes had been useful to see how other SSGs were operating. It was suggested that it may be useful to attend a Sellafield site stakeholder group meeting as observers.

Update of Stockholm Report: A small working group had met to discuss the Stockholm report (DSG(2011)C200). Following that meeting the secretary had discussed, informally, with an external consultant and a draft of the aims and objectives of a DSG review was tabled. Business meeting members were content with the aims and objectives and agreed that these could now be circulated to the working group for comment before tabling at DSG meeting on 14th September.

Action: DSG/BM(2011)M005/A004: Secretary to circulate draft aims and objectives of DSG review to DSG working group for comment. Once finalised the draft paper will be circulated to all DSG members for endorsement.

There being no further business the chairman thanked those for attending and closed the meeting.

David Flear
Acting chair, DSG vice-chairman
18th August 2011

PROGRESS ON ACTIONS

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2011) M005/A001: Secretary to update progress on actions and circulate to all DSG members in time for DSG meeting on 14th September 2011.

DSG/BM(2011)M005/A002: All DSG business meeting members to review the protocol for questions, letters and website publication.

DSG/BM(2011)M005/A003: Secretary to finalise agenda and relevant paperwork and distribute to members in time for meeting on 14th September 2011.

DSG/BM(2011)M005/A004: Secretary to circulate draft aims and objectives of DSG review to DSG working group for comment. Once finalised the draft paper will be circulated to all DSG members for endorsement.

ACTIONS COMPLETED SINCE LAST MEETING

DSG/BM(2011) M004/A001: Secretary to update progress on actions and circulate to all DSG members. *Action complete.*

DSG/BM(2011)M004/A002: Secretary to invite low level waste project project manager to site restoration sub group meeting (20th July) to provide an update of the project. *Action complete.*

DSG/BM(2011)M004/A003: DSG Chairman and Secretary to meet to discuss membership issues and come forward with a proposal. *Action complete.*

DSG/BM(2011)M004/A004: Bob Earnshaw to write to Rick Nickerson regarding use of videoconferencing facilities for sub group meetings. *Action complete.*

DSG/BM(2011)M004/A005: Secretary to issue DSG agenda and appropriate paperwork to DSG members for the 15th June meeting. *Action complete.*

DSG/BM(2011)M004/A006: Business meeting members to consider West Cumbria site stakeholder group minutes with a view to identifying areas where DSG may consider for future use. *Action complete – agreed that DSG members will attend Sellafeld SSG as observers.*

DSG/BM(2011)M004/A007: Secretary to write to all DSG members to ask for volunteers to sit on a working group to consider the report and recommendations from the FSC workshop. *Action complete.*