

**DOUNREAY STAKEHOLDER GROUP
SITE RESTORATION SUB GROUP**

DSG/SRSG(2012)M002

**Minutes of the DSG Site Restoration Sub Group meeting held on Wednesday 25th
April 2012 in the Pentland Hotel, Thurso at 1900 hours.**

Present:	Cllr George Farlow Alastair MacDonald David Flear Ian Webster Alan Scott Anne Chard John Deighan	Highland Council DSG honorary member DSG Vice-chairman Buldoos Residents Group Caithness Contractors Consortium Caithness West Community Council Dounreay Unions
In addition:	June Love Stuart Chalmers Alastair J MacDonald Michael Moreland Roger Wilson Peter Dickenson	DSG Secretary NDA Change Director, Dounreay Vulcan (MOD) SEPA ONR

MINUTES

1. WELCOME & INTRODUCTIONS

George Farlow, chairman, welcomed everyone to the meeting. He introduced Alastair J MacDonald (Dounreay) who was attending the meeting in place of Dyan Foss, Deputy Managing Director, Dounreay.

2. APOLOGIES RECEIVED

Apologies were received from:

- Cllr Rick Nickerson Shetland Islands Council.
- Bob Earnshaw DSG Chairman
- Ian Leslie SGRPID
- Cllr Steven Heddle Orkney Island Council
- Pauline Crow Health Service
- Gail Ross Highland Council
- Dyan Foss Deputy Managing Director, Dounreay
- Phil Cartwright Particles project, Dounreay
- Ian Miller DNSR (Vulcan)
- Stephen Saunders ONR (Vulcan)

3. MINUTES OF LAST MEETING

The minutes of the last meeting – DSG/SRSG(2012)M001 refers – were circulated to members in advance.

Michael Moreland asked for clarity on the information regarding the particle plume and it was agreed that the Secretary would check the wording before finalising the minutes. It was agreed that the minutes was a true reflection of the meeting and this was proposed by Anne Chard and seconded by David Flear.

Action: DSG/SRSG(2012)M002/A001: June Love to check wording on paragraph relating to the particles plume before finalising minutes. [NB: the wording was checked and slightly amended so that it had more clarity].

George Farlow invited members to raise any issues from the minutes.

- John Deighan asked how long it would take to identify the new Highland Councillors sitting on DSG following the election on the 3rd May. It was thought that this would not be ratified in time for the June meeting and it was expected that Highland Council representation would be concluded in August/September.

4. PROGRESS ON ACTIONS

The status of actions had been circulated in advance to members.

- Alan Scott noted that the action placed on DSRL to confirm whether more accurate figures on contractor numbers working at Dounreay could be provided given the enhancements made for entry to the site (DSG(2012)M001/A014 refers) had been answered. It appeared that the entry enhancements could not provide the data required.

He felt that there must be something that could be done to allow more accurate figures than those currently presented, ie a number of gate held passes were included in the number of contractors accessing site but these gate held passes might only be used once per month or less frequently. He asked Alastair MacDonald (Dounreay) whether more accurate figures could be obtained. He considered that a count of the number of contractors who relied on daily attendance at Dounreay to earn a living, although not 100% accurate as far as the total number of contractors working at any time on Dounreay projects, would provide useful indicative data, if only for socio economic considerations. As a solution he suggested looking at the number of people entering and leaving the site on the first Monday of every month. That way the total of DSRL personnel could be subtracted and that would provide a more accurate number, albeit that he recognised that it would not be an exact figure. Alastair MacDonald (Dounreay) agreed to follow this up.

Alastair MacDonald (Dounreay) noted that a discussion had taken place at the DSG Socio Economic sub group meeting that afternoon on the dependence of Dounreay and the importance of providing accurate and consistent data.

Action: DSG/SRSG(2012)M002/A002: Alastair MacDonald (Dounreay) to consider how the site can report more accurately on the number of contractors working on the Dounreay site on a regular basis.

Of note, the following ongoing actions were discussed:

- DSG(2012)M001/A001: Secretary to write to ONR (transport) to invite a representative to the next site restoration sub group meeting to discuss response covering the removal of the emergency tug vessels.

George Farlow noted that there would be a discussion from ONR under agenda 6.

- DSG(2012)M001/A002: DSG to write to MOD to ask about their continued commitment to Caithness would be following the completion of existing trials programme.

5. VULCAN UPDATE

Michael Moreland indicated that this would be his last meeting. His replacement, Cdr Ken Dyke, would take over responsibility for Vulcan at the beginning of June. He asked that his thanks were recorded to DSG members for their patience and tolerance. George Farlow responded that, on behalf of DSG members, he would be sorry to see him leaving and thanked him also for his interactions with DSG over the last couple of years.

On Vulcan, Michael Moreland noted the following:

- It was business as usual with the continued trials programme and prototyping.
- The Head of DNSR would be making his annual visit next week.
- Lonestar exercise would take place on 27th June 2012.
- There had been no lost time accidents since the last meeting.

It was noted that the ONR and DNSR report had not been available for this meeting. [Secretary's note: DNSR report was received on 26th April 2012 and was circulated to members on 30th April.]

No issues were raised by members.

6. DOUNREAY UPDATE:

DSRL update: Alastair MacDonald (Dounreay) noted the following:

- A template for the Dounreay report had been provided to members for discussion. Dyan Foss had drafted the template and had asked that this be discussed to explore whether it would meet the needs of DSG members.

George Farlow responded that he felt that the new format would be useful but asked how the information in the report would be corroborated. It was noted that the regulators (ONR and SEPA) both attend sub group meetings and if the report was inaccurate or information was missing the regulators would likely flag these up in their reports.

David Flear stated that he thought the key points would be appropriate. He would have liked to see some information populated in the report so that members could have made a balanced view as to how much, or how little, information was required.

Alan Scott asked if the report would include safety statistics. In relation to several of the current Terms of Reference for DSG he also noted a requirement for DSG members to comment and provide views on such issues as value for money and performance of the site operator, and suggested that future reports should contain information which allowed the DSG members to exercise this responsibility. He also noted that previous reports had never really satisfied these requirements. While a general statement on overall spend had previously been provided this had not captured whether one project had overspent in comparison to another project which might underspend, and so could not be used to determine whether 'value for money' had been achieved.

Stuart Chalmers responded that value for money was now shown through the competition process, ie the competition was the driver to provide value for money for the last stage of decommissioning the site. He also said that this aspect would be subjected to four or five audits per year by the NDA, the outputs for which would be available to the DSG.

Alastair MacDonald (Dounreay) responded that he would pull together a report, taking on board all comments, at the end of Period 1 (end of April) and provide to the secretary to circulate to members for further comment.

Action: DSG/SRSG(2012)M002/A003: Alastair MacDonald (Dounreay) to draft a Period 1 report using the Dounreay report template to allow members to comment on the substance of the report.

Alastair MacDonald (Dounreay) outlined the following:

- The share transfer had taken place on 2nd April which saw the start of the Parent Body Organisation (PBO) - Babcock Dounreay Partnership - taking over the PBO agreement with NDA for the Dounreay site. The preferred bidder had been announced on 23rd November and since that time there had been intensive work undertaken to ensure due process had been taken to allow transition.
- While the PBO was now in contract there would be approximately 9 months for consolidation culminating in a new lifetime plan for the site. During the consolidation period there will also be people changes taking place with a number of incoming staff. The Management of Change (Licence Condition 36) proposal was being progressed with regulators and NDA.
- By and large it is business as usual for the site with no major changes taking place at present while discussions are ongoing with regulators and the NDA to ensure that the transition is as smooth as possible.

Anne Chard noted that Caithness West Community Council had asked why the site was spending so much money on enhancing security and the recruitment of new CNC officers when the site was closing down. Stuart Chalmers responded that the security enhancements were due solely to a change in Government policy and the site had done an excellent job of keeping the enhancements appropriate to the status of the site. Alan Scott noted that the cost of the security enhancements varied dependent on who was asked the question.

John Deighan noted that the sub groups gave an opportunity for some robust discussions and would like to see the Dounreay report provided with adequate information but did not wish to see a lengthy paper.

George Farlow noted the development of a new lifetime plan and asked whether this would define an end state for the site. Alastair MacDonald (Dounreay) responded that the position of the lifetime plan now takes it to its interim end state with a date range of 2022-2025. One of the areas that the site is contractually obliged to do is to report the economic and employment forecasting. The information would be produced annually and the site should be in a position, in the near future, to be able to press a button and produce this information relatively quickly using industry standard software so that other agencies can take advantage of this data.

Alan Scott asked what level of detail would be provided for resource requirements going forward. Alastair MacDonald (Dounreay) responded that this will be discussed with NDA and the level of detail required would be agreed. Alan Scott stated that this would provide the supply chain with appropriate detail to allow them to forward plan.

Alastair MacDonald (Dounreay) also added that the site would be supporting the Make the Right Connections programme run by the Caithness Chamber of Commerce.

ONR report: Peter Dickenson stated that he would also be moving on and his replacement would be Peter Watson who would attend the DSG meeting in June. He noted the following:

- ONR had provided a written report – DSG(2012)P007 refers.
- ONR's ambitions were to make more information publicly available with the majority of this being made available on the website.
- Changes to the existing site's lifetime plan was not a straight-forward process and it was currently difficult to look too far into the future because a safety case would be required along with further information on risks and environmental information. There was on-going dialogue between NDA, BDP, DSRL, NDA and SEPA to look at differences between the two plans (existing and proposed). Some of the proposed changes to the lifetime plan will go through the Nuclear Safety Committee and the regulators will try to work in parallel to ensure there are no showstoppers along the way.
- ONR site inspectors have the ability to reach back into the organisation for specific expertise, ie specialist in change management.
- ONR continue to hold discussions with the site's safety representatives. ONR find this valuable as the safety reps understand the cultural processes and can flag up areas of concern if appropriate.

David Flear stated that he always found the ONR report a very easy to read document with no jargon. He noted that, within the report, a number of improvements had been suggested by ONR. Peter Dickenson said that ONR uses its knowledge across a number of sites to ensure best practice is identified and other sites are encouraged to adopt similar approaches, where appropriate. While a number of improvements had been suggested for Dounreay, it did not mean that the site was deficient in its processes.

David Flear asked how safety and security would be reflected in the movement of DFR breeder fuel from Dounreay to Sellafield. He particularly emphasised the need for safety issues to be considered for road transport between Dounreay and Georgemas.

Peter Dickenson introduced a briefing paper on safety and security responsibilities of the Transport of Radioactive Material (including nuclear material) in Great Britain – DSG(2012)C037 refers. He noted that the action placed on ONR (Transport) was about the removal of the emergency tug vessels which ONR did not regulate. Following a discussion it was agreed that the secretary would write to the Maritime and Coastguards to clarify the issue of the removal of emergency tug vessels related to safety of transportation of waste by sea.

Action: DSG/SRSG(2012)M002/A004: Secretary to write to Maritime and Coastguards to clarify the safety implications of waste shipments with the removal of the emergency tug vessels.

On a related issue regarding transportation of nuclear materials it was agreed that ONR would be asked what consultation would be undertaken on the various bodies, along proposed routes.

Action: DSG/SRSG(2012)M002/A005: Secretary to write to ONR to request information on what consultation ONR will carry out between various bodies along a transport route for nuclear materials.

Alastair MacDonald (Dounreay) also invited George Farlow and David Flear to visit site to discuss DFR breeder fuel moves with site management.

Action: DSG/SRSG(2012)M002/A006: Secretary to organise discussion with Alex Anderson, George Farlow and David Flear on the subject of DFR breeder fuel moves by rail.

George Farlow noted that, at a recent Highland Council meeting, Dr Adrian Simper, NDA had taken an action to provide information on the Community Councils that would be consulted with for the transportation of DFR breeder fuel. Stuart Chalmers noted that Direct Rail Services (DRS) would be engaging with communities along the route.

Anne Chard noted ONR's concerns regarding DSRL bringing equipment back into service after maintenance. She asked if this was a process or human issue. Peter Dickenson responded that this actually could be both; the process was the first thing that is looked at which normally goes along with people not following the process exactly. In this case the site had undertaken a great deal of effort to get the equipment back into operation but the system did not recognise when a piece of equipment was redundant and this was where the site put some effort in to rectify this.

SEPA report: Roger Wilson noted the following:

- SEPA report was tabled at the meeting – DSG(2012)P008 refers.
- SEPA had issued DSRL with the results of the Operator performance assessment. The score was an improvement on last year and the site was now regularly performing at a competent level.

Alastair MacDonald (Dounreay) added that the PBO was inheriting a site with a good safety culture from both staff and supply chain. He recognised however that improvements can always be made and that safety would always be the first priority. He recognised the site should be commended for the improvements made and SEPA had been fully engaged and worked with

the site to identify improvements.

George Farlow asked if SEPA carried out peer comparisons. Roger Wilson responded that the site has a procedure to establish what they consider Best Practical Means (BPM) and that involves going out to other sites to see what others are doing. If SEPA identify best practice elsewhere they would bring this knowledge to the site. Alastair MacDonald (Dounreay) agreed and added that one of the things the PBO would be doing was benchmarking safety and environment across the wider organisations.

- A great deal of work was ongoing with the transition of the new PBO and the ongoing work to develop the new lifetime plan.
- The proposed consultation for the low level waste authorisation had been put back to June 2012. Buldoo residents had received an advance copy of the draft authorisation along with the non-technical summary of the accompanying decision document. A meeting is being arranged with them to discuss these while the full documents are undergoing peer review within SEPA.

Ian Webster stated that Buldoo was grateful to SEPA for keeping the residents updated.

David Flear noted that the new terms of reference had been endorsed by the Buldoo Residents Groups and requested a copy for DSG. He further noted that Buldoo had received information on the forward programme for the low level waste disposal facility and requested that this information also be forwarded to DSG.

Ian Webster noted that Buldoo residents were concerned about the noise levels. While he noted there were attempts to mitigate noise and that noise monitors had been set up to record levels it was the daily noise that was getting residents upset. He also noted that Highland Council had rejected plans for the contractor to work extended hours over two Saturdays and this had been received well by residents.

David Flear asked what other site activities were discussed at Buldoo meetings. He believed that the meeting had been set up, under planning conditions, to discuss low level waste issues only and was a bit surprised that other site activities were discussed when DSG was the formal route. Stuart Chalmers responded that those site activities deemed to potentially cause disruption to Buldoo residents were noted at meetings, ie progress on landfill 42. It was agreed that reports going to Buldoo residents would be useful for DSG members.

Action: DSG/SRSG(2012)M002/A007: June Love to request documents relating to the low level waste site for tabling at site restoration sub group meetings.

Ian Webster asked whether the existing low level waste pits would be emptied or not. As far as Buldoo residents were concerned they believed this would be a crucial decision. Alastair MacDonald (Dounreay) responded that at present the lifetime plan showed that the existing pits would be emptied and the waste would be disposed of in the new facility. At present these pits had been closed off and work is being carried out to understand the ground water flow and work is ongoing to divert the water flow through the pits. As far as the contract is understood, and discussions are still ongoing, the obligations show that the pits should be emptied. He assured members that DSRL would engage at the appropriate time if consideration not to empty the pits was taken forward.

Ian Webster noted that this would be his last DSG meeting as he found it difficult to engage fully because of hearing difficulties. George Farlow said he would be sorry to see Ian going as he had always found his input informative. David Flear suggested that the issue of Buldoo representative be discussed at the next business meeting.

Action: DSG/SRSG(2012)M002/A008: Secretary to put Buldoo representation at DSG on next business meeting agenda for discussion.

Particles update: Phil Cartwright was not available to attend this meeting. Following the meeting he provided an update as follows:

Offshore work is due to recommence in mid May with the focus being on completion of the main plume followed by specific monitoring in the areas agreed with Particles Retrieval Advisory Group (Dounreay). The data gathered this year will be promptly analysed with the intention of determining whether the numbers of particles being found are as predicted by the DPAG (Dounreay Particles Advisory Group) or the recent Kernel density predictions.

The areas being targeted are expected to provide sufficient data to allow a case to be made to complete the offshore work. The local fishermen have been informed of an area beyond the exclusion zone to the east of the plume where monitoring is planned. DSRL will provide a report on the progress of the offshore work at the next operational meeting.

Beach monitoring has proceeded throughout the period. Monitoring has continued at Sandside. The beta rich particle found at Sandside is being subjected to further analysis and the results will be reported to SEPA as soon as they are available.

7. NDA UPDATE

The NDA Site Stakeholder Group briefing for April had been circulated to all members in advance – DSG(2012)C035 refers. Stuart Chalmers noted the following:

- John Clarke has been appointed as the new Chief Executive for NDA. His first official duty was to attend the share transfer event on 2nd April.
- Two non-executive directors had been appointed to the NDA Board – Chris Fenton (Group Strategy and Marketing Director for Amey plc) and Murray Easton (advisor to UK MoD, Chairman of QiResults Ltd and Governor of the Health Foundation).
- Ian Abbott had been appointed as Health, Safety, Security and Environment Director. Alan Rae would report directly to him.
- The NDA Board would visit Dounreay at the end of May.
- NDA were currently conducting audits on a small number of projects being delivered by site to determine the project completion status at the point of PBO handover.
- Good feedback had been received on the share transfer event held on the 2nd April.

David Flear noted that the DSG Socio Economic sub group had been updated on the progress of the National Nuclear Archives. Stuart Chalmers confirmed that the business case would be

tabled at the NDA Board meeting in May. Assuming it is endorsed at the Board the case will go forward to DECC. NDA remained committed to building the archives in Caithness.

George Farlow noted the following correspondence had been circulated to members:

- DSG(2012)C026: Site restoration strategy development programme (NDA).
- DSG(2012)C010: DSG response to NDA's business plan 2012-2015. It was noted that the final business plan had been published (DSG(2012)C033 refers).
- DSG had also responded to the NDA's engagement paper for Exotic fuels (DSG(2012)C028 refers). In addition DSG had received copies of responses from Shetland Islands Council (DSG(2012)C029) and SCCORS (DSG(2012)C031).

8. CORRESPONDENCE FOR NOTING

George Farlow noted that Direct Rail Services had visited Caithness and attended a meeting with members of DSG and the Caithness Transport Forum. A note for the record was produced (DSG(2012)C027 refers).

David Flear noted that the invite from DRS to visit its' terminal in Inverness would be followed up by the DSG Socio Economic sub group meeting and members of this sub group would also be informed when a date was identified.

9. ANY OTHER BUSINESS

- DSG(2012)C021: The secretary noted that the DSG chairman had received correspondence from the Scottish Government who is currently developing an implementation strategy for its higher activity waste policy. The three site stakeholder groups (Chapelcross, Hunterston and Dounreay) had received a letter and the suggestion was for one SSG chair to represent the three sites. The chairs of the SSGs had corresponded and while they were disappointed they felt that rotating the chair would be more useful.

Following discussion members recorded their dis-satisfaction with this arrangement and asked the secretary to write to Scottish Government stating that it would be more useful for all three site stakeholder groups to be represented.

Action: DSG/SRSG(2012)M002/A009: Secretary to write to Scottish Government requesting representation from all three site stakeholder groups at meetings to discuss the implementation strategy for higher activity wastes.

- John Deighan noted that a number of changes to membership would be made during the coming months and thanked everyone who would not be attending further meetings for their input.

Alastair MacDonald (Dounreay) stated that as a member of the new PBO he recognised that through the competition process there were times of uncertainty and commended DSRL for continuing the decommissioning work safely and on schedule. The consolidation phase and the secondment of the PBO team into the site licence company were progressing well.

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He also thanked DSG members for their interactions through the competition and hoped that the new contract would now bring a new stability for DSRL and its supply chain until the interim end state for the site was achieved.

There being no further business George Farlow thanked everyone for attending and closed the meeting.

George Farlow
DSG Site Restoration sub group chairman
29th April 2012

STATUS OF ACTIONS

ACTIONS ARISING FROM THIS MEETING

DSG/SRSG(2012)M002/A001: June Love to check wording on paragraph relating to the particles plume before finalising minutes. **Action complete:** *the wording was checked and slightly amended so that it had more clarity.*

DSG/SRSG(2012)M002/A002: Alastair MacDonald (Dounreay) to consider how the site can report more accurately on the number of contractors working on the Dounreay site on a regular basis.

DSG/SRSG(2012)M002/A003: Alastair MacDonald (Dounreay) to draft a Period 1 report using the Dounreay report template to allow members to comment on the substance of the report.

DSG/SRSG(2012)M002/A004: Secretary to write to Maritime and Coastguards to clarify the safety implications of waste shipments with the removal of the emergency tug vessels.

DSG/SRSG(2012)M002/A005: Secretary to write to ONR to request information on what consultation ONR will carry out between various bodies along a transport route for nuclear materials.

DSG/SRSG(2012)M002/A006: Secretary to organise discussion with Alex Anderson, George Farlow and David Flear on the subject of DFR breeder fuel moves by rail.

DSG/SRSG(2012)M002/A007: June Love to request documents relating to the low level waste site for tabling at site restoration sub group meetings.

DSG/SRSG(2012)M002/A008: Secretary to put Buldoo representation at DSG on next business meeting agenda for discussion.

DSG/SRSG(2012)M002/A009: Secretary to write to Scottish Government requesting representation from all three site stakeholder groups at meetings to discuss the implementation strategy for higher activity wastes.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

DSG(2012)M001/A001: Secretary to write to ONR (transport) to invite a representative to the next site restoration sub group meeting to discuss response covering the removal of the emergency tug vessels.

DSG(2012)M001/A002: DSG to write to MOD to ask about their continued commitment to Caithness would be following the completion of existing trials programme.

ACTIONS COMPLETE SINCE LAST MEETING

DSG(2012)M001/A004: Secretary to put emergency planning onto agenda for next site restoration sub group meeting. **Action complete** – on agenda for 25th April 2012.

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DSG(2012)M001/A005: Secretary to request NDA to provide a presentation to DSG on 7th March on Exotic fuels. **Action complete:** presentation provided at March 2012 meeting.

DSG(2012)M001/A006: Secretary to organise meeting between DSG Chairman and Chair of Buldoo Residents Group to discuss close out of LLW actions placed on DSG. **Action complete** – Bob Earnshaw met with Deirdre Henderson on 13th March 2012.

DSG(2012)M001/A011: Roger Wilson to clarify how far into the ocean does the contaminated land regulations cover. **Action complete** – It extends to a minimum of 3 nautical miles.

DSG(2012)M001/A012: Secretary to circulate response from Rolls Royce and MOD to questions raised on the future of the Vulcan site. **Action complete.**

DSG(2012)M001/A013: Secretary to provide a copy of ONR's report on Fukushima in time for Aarhus Convention workshop to David Flear. **Action complete** – information provided to David Flear on 23rd January 2012.

DSG(2012)M001/A014: Tony Wratten to confirm whether more accurate figures on contractor numbers working on the site could be provided given the enhancements made for entry onto the site. **Action complete** – On checking if more accurate figures on contractor numbers working on the site can be provided given the enhancements made for entry onto the site it has been emphasised that the new entry system is, first and foremost, to enhance the security measures of the site. The system will confirm exactly who is on-site but it cannot determine the number of contractors employed at any one time..

DSG(2012)M001/A015: DSRL to provide DSG site restoration sub group with copy of procurement approach at DSRL with regards to socio economics. **Action complete** – see DSG(2012)C019.

DSG(2012)M001/A016: SEPA to attend DSG in March to provide information on low level waste draft authorisation consultation. **Action complete** - Roger Wilson provided briefing at March 2012 meeting.

DSG(2012)M001/A018: Roger Wilson to find out if SEPA intends to consult on the end state for the particle clean-up project off-shore. **Action complete** – Roger Wilson confirmed that SEPA do not intend to consult. This will be considered under the Contaminated Land Regulations and does not require consultation.

DSG(2012)M001/A019: June Love to circulate information on NDA's forthcoming engagement on site end states. **Action complete.**

DSG(2012)M001/A020: June Love to email all DSG members setting out timeline for responses to NDA draft business plan. **Action complete** – see DSG(2012)C010.

DSG(2012)M001/A025: Members to provide the secretary with comments on the NDA business plan by the 27th January 2012. **Action complete** – see DSG(2012)C010.

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DSG(2012)M001/A026: Secretary to circulate website link to the Submarine dismantling project. **Action complete** –

<http://www.mod.uk/DefenceInternet/MicroSite/DFS/WhatWeDo/SEDP/SubmarineDismantlingProjectDetailsofConsultationEvents.htm>.