

Endorsed on 8th February 2013

**DOUNREAY STAKEHOLDER GROUP
BUSINESS MEETING**

DSG/BM(2012)M004

Minutes of the DSG Business meeting held on Friday 16th November 2012 at 1330 hours in Dourney.com, Thurso.

Present: Bob Earnshaw DSG Chairman
David Flear DSG Vice-Chairman
Derrick Milnes DSG Socio Economic sub group chairman

In addition: June Love DSG Secretariat, DSRL

MINUTES

1. WELCOME

Bob Earnshaw welcomed everyone to the meeting.

2. APOLOGIES

Apologies were received from George Farlow.

3. MINTUES OF LAST MEETING

The minutes from the previous meeting had been circulated in advance. DSG/BM(2012)M003 refers. These minutes were accepted as a true reflection of the meeting. This was proposed by Derrick Milnes and seconded by David Flear.

4. PROGRESS ON ACTIONS

The group reviewed the status of actions from the main DSG and sub group meetings. All actions were progressing well.

5. ISSUES ARISING FROM THE SUB GROUP MEETINGS

The draft minutes of the sub group meetings held on 7th November were currently being circulated for comment.

It was agreed that at the main DSG the sub group reports would be covered by the Chairman and kept very short.

No issues were raised from sub group minutes at this time.

6. DECEMBER DSG

A draft DSG agenda for December was tabled. NDA had intimated they may wish to raise a topic at the meeting. It was agreed that the secretary should write to Nigel Lowe to ask whether he would like a separate slot in the agenda, cover until the Chairman's update or under Any Other Business.

Action: DSG/BM(2012)M004/A001: Secretary to write to Nigel Lowe to confirm slot in DSG December agenda.

It was agreed that updates will need to be kept brief given the number of presentations on the agenda.

Endorsed on 8th February 2013

The agenda was agreed – following confirmation of NDA's topic the agenda would be finalised and issued to members by 4th December.

Action: DSG/BM(2012)M004/A002: Secretary to update DSG agenda and issue to members on 4th December with rest of paperwork.

7. DSG REVIEW

David Flear noted that Ken Dyke, Vulcan had now made contact to meet. Both the Chair and vice-chair was not available until after the 3rd December. The secretary would write to Ken Dyke asking for a convenient date to discuss the review after the 3rd December (and before the 12th).

Action: DSG/BM(2012)M004/A003: Secretary to write to Ken Dyke to agree a date to meet to discuss DSG Review after 3rd December and before 12th December.

8. ANY OTHER BUSINESS

It was agreed that following the December meeting attention would be given to the AGM coming up in March.

Action: DSG/BM(2012)M004/A004: Secretary to organise discussion with Business meeting with regards to the AGM.

There being no further business the meeting was formally closed.

Bob Earnshaw

DSG Chairman

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STATUS OF ACTIONS

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2012)M004/A001: Secretary to write to Nigel Lowe to confirm slot in DSG December agenda.

DSG/BM(2012)M004/A002: Secretary to update DSG agenda and issue to members on 4th December with rest of paperwork.

DSG/BM(2012)M004/A003: Secretary to write to Ken Dyke to agree a date to meet to discuss DSG Review after 3rd December and before 12th December.

DSG/BM(2012)M004/A004: Secretary to organise discussion with Business meeting