

DOUNREAY STAKEHOLDER GROUP

Minutes of the meeting held on Wednesday 12th December 2012 in the Pentland Hotel, Thurso.

Present:	Bob Earnshaw	DSG Chairman (Thurso Community Council)
	Alastair MacDonald	DSG Honorary member
	David Flear	DSG Vice-chairman
	Anne Chard	Caithness West Community Council
	Trudy Morris	Caithness Chamber of Commerce
	Iain Leslie	SGRIP
	John Green	Caithness Voluntary Group
	Gordon Jenkins	North Highland College
	Alan Scott	Caithness Contractors Consortium
	John Deighan	Dounreay Unions
	Ronnie Johnstone	Church of Scotland
	Roy Kirk	Highlands and Islands Enterprise
	Eann Sinclair	Caithness & NS Regeneration Partnership
	Cllr Maurice Davidson	Orkney Islands Council

In addition:	Dyan Foss	Deputy MD, Dounreay
	Alastair MacDonald	Change Director, Dounreay
	Nigel Lowe	NDA
	Roger Wilson	SEPA
	Cdr Ken Dyke	MOD, Vulcan
	Mr Steven Firth	MOD
	Mr Tom Smith	MOD
	Mr Peter Watson	ONR (Dounreay)
	David Cowie	Highland Council, Planning
	June Love	DSG Secretariat, DSRL

MINUTES

1. WELCOME AND INTRODUCTIONS

Bob Earnshaw, DSG Chairman, welcomed everyone to the meeting. He introduced David Cowie (Highland Council), Tom Smith (Ministry of Defence) and Alastair MacDonald (Dounreay) who were in attendance to provide presentations to DSG members.

He noted that it was a busy agenda and therefore sub group reports would be kept to a minimum. He also asked observers to keep verbal updates brief and not to repeat anything that had already been discussed and minuted from the sub group meetings.

2. APOLOGIES

Apologies have been received from:

- Ross Mackenzie Health Service
- Cllr Alex MacLeod Highland Council

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- Cllr Willie Mackay Highland Council
- Cllr Michael Stout Shetland Islands Council
- David Mudie Highland Council, Planning (David Cowie in attendance)
- Roger Hardy MD, Dounreay (Dyan Foss deputising).
- Cllr Roger Saxon Highland Council
- Cllr George Farlow Highland Council
- Jean Lipa Association of Caithness Community Councils
- Derrick Milnes Thurso & Wick Trade Union Council
- Deirdre Henderson Buldoo Residents Group

3. **MINUTES OF LAST MEETING**

The minutes of the meeting held in September 2012 – DSG(2012)M003 refers) – had been circulated to members in advance of the meeting. The minutes were accepted as a true reflection of the meeting. The minutes were proposed by John Deighan and seconded by Anne Chard.

There were no issues raised from the minutes.

4. **STATUS OF ACTIONS**

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- the purchase of the Babcock Pensions Admin Office by Aon Hewitt.
- the Dounreay Socio Economic Development Plan.
- An update from the CNSRP
- the NDA had provided funding to Transport Scotland to allow the Berriedale Braes re-alignment feasibility study to get underway.

Since the last meeting DSG members had:

- responded to HIE's consultation on Broadband
- written a supportive letter to HIAL's proposal for a business development plan for Wick/John O'Groats airport, and
- responded to the Scottish Government's consultation on procurement.

No issues were raised.

No further updates were provided.

For completeness the actions from the Socio Economic sub group are recorded here:

DSG (2012)M004/A005: DSG to write to the NDA asking for clarity of the scope and timeline for the business plan for the National Nuclear Archives.

DSG (2012)M004/A006: Anna MacConnell, NDA to arrange to invite the NNA Project Manager to a DSG meeting.

DSG (2012)M004/A007: Ken Nicol to amend monitoring report to reflect Chamber's comments.

DSG (2012)M004/A008: Eann Sinclair to ask HIE what progress is being made with Fusion projects.

DSG (2012)M004/A009: Secretary to resend DSG protocol out to members.

DSG Site Restoration sub group

The site restoration sub group – DSG/SRSG(2012)M004 refers - were circulated in advance. A number of topics were discussed including:

- All Waste BPEO – the site is currently reviewing the all waste Best Practicable Environment Option and this will come forward to the DSG in March/April next year. Members had asked for more information on non-radioactive waste and this information has now been provided and will be tabled at the next sub group meeting.
- Progress on the replacement supercompactor for squashing low level waste drums.
- An update on Vulcan operations.

Bob Earnshaw noted that an update had been received from Rolls Royce – DSG(2012)C086 refers. In summary Rolls Royce reported that they remain focussed on continuing to safely deliver the current reactor operations and submarine nuclear support

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programmes at Vulcan. Safety remains their key focus and is a key business operational focus. They are continuing to progress additional work on detailed preparations for work and site nuclear operations during the period 2015 to 2020.

- Safety on the Dounreay site – the site had been awarded the British Safety Council Sword of Honour and the Globe of Honour.
- There had been supply chain event in Wick and Edinburgh for forthcoming contracts for the shaft and silo. It was pleasing to hear that the Chamber of Commerce had been involved in the local event and the site was encouraging companies to contact the chamber for information on the local supply chain.
- Updates on the new low level waste facility and the particles off-shore clean-up campaign.
- The site end state was now a standing item on the agenda and an update was provided.
- ONR reported on site activities as did SEPA and the NDA.
- DSG had also responded to SEPA's consultation on Dounreay's Radioactive substances authorisation.

No issues were raised from the minutes.

No further updates were provided.

For completeness the actions from the Site Restoration sub group are recorded here:

DSG (2012)M004/A010: Graham Beaven to provide short summary on non-radioactive waste process. Action complete – see DSG(2012)C086.

DSG (2012)M004/A011: Secretary to speak to DSRL to see how consistent figures can be used between performance report and swipe-in system.

DSG (2012)M004/A012: Peter Watson, ONR to check with colleagues to ensure ONR is satisfied with actions taken by DSRL in D2001 Waste Processing Cell. Action complete – see DSG/SRSG(2012)M004.

DSG(2012)M004/A013: Secretary to put SCCORS discussion on business meeting for discussion with regards inviting George Hunter to a future DSG meeting.

DSG (2012)M004/A014: Nigel Lowe, NDA Head of Programme, to provide an update on NDA's response to the National Audit Office's report on Sellafield.

6. NDA UPDATE

Bob Earnshaw noted that DSG and the NDA had been in discussion regarding the National Nuclear Archive. He asked Nigel Lowe, NDA Head of Programmes to update the group.

Nigel Lowe, NDA stated that the National Nuclear Archives (NNA) had been discussed for sometime. He was pleased to announce that the NDA had issued a press release earlier

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today to announce the decision to proceed with the NNA at Wick. It was expected that the facility would be operational in 2016. He added that early in the New Year the NDA's project manager for the NNA would provide a more detailed breakdown of the timeline for the project to the DSG. Nigel thanked Bob Earnshaw, David Flear, DSG members generally and the Highland Council for their assistance with this project.

Bob Earnshaw responded that this was excellent news. He noted that the DSG had been involved with this project for a number of years and was pleased to hear the announcement to proceed. With the retention/creation of 20 jobs this was good news for the community and was a good example of partnership working with the North Highland Archives also being included.

David Flear added that he had been involved with this project since its inception and acknowledged that this had moved forward by the hard work and commitment of the NDA, especially Randall Bargelt (former NDA Programmes Director), Anna MacConnell and Nigel Lowe. He acknowledged it had been a long process and was pleased that the announcement meant that the construction of the facility would start soon. He also noted that the facility, which would be an iconic building, had the potential to expand if required.

He thanked Anna MacConnell and Nigel Lowe for the work they had put in which allowed the announcement to be made today.

John Deighan added his congratulations, on behalf of the Dounreay Unions, and welcomed the announcement. He asked if it was likely that the construction phase would provide local benefit through the procurement process. Nigel Lowe responded that there were two different areas to look at here – the construction phase and the operational phase. He noted that the construction would probably be subject to OJEU rules which meant that the NDA could not be prescriptive about using local labour. However, he fully expected that the operational phase would employ local people. He stated this was something to discuss with the project manager.

7. DOUNREAY PLANNING FRAMEWORK 2 (DPF2)

Bob Earnshaw introduced David Cowie, Highland Council Planning. Bob reminded members that the Dounreay site was currently going through a planning process for phase 2 decommissioning covering the period 2012 to 2018. The major focus in this period would be the decommissioning and emptying of the shaft and silo. Coupled with this the Highland Council were updating its Dounreay Planning Framework.

David Cowie provided a presentation to members. See DSG(2012)C087 refers.

Following the presentation, Bob Earnshaw invited members to raise questions.

David Flear stated he found this a very interesting presentation and recognised that the Highland Council would be dealing with quite complex issues. He noted that the Highland Council had to make substantial savings and asked whether the Council had enough resources in place to cope with the complex planning issues involved with site decommissioning. David Cowie responded that the planning services covers a wide range of aspects including planning, working on the Dounreay Planning Framework and then dealing with separate planning applications, etc. He did not expect resources to be increased in the near future and acknowledged that there was a number of other areas where planning would be a priority.

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David Flear noted that Scottish Government had provided additional funding to increase the capability to assess wind farm planning applications. David Cowie responded that Highland Council were aware of this and recognised this would be a big resource issue for them. It may be that the Council would have to consider staffing resources at some stage.

David Flear also noted that the Highland Council was considering site end use. He asked if the Highland Council expected to take the lead in this work or would they be looking for DSG to take this forward? David Cowie responded that this was at an early stage and was included in DPF2 as recognition that things had moved on, with the ongoing work on the emerging renewables industry. The Dounreay site was of strategic interest with significant infrastructure. He noted that this was worthy of a further discussion and this would start when DPF2 was out for consultation. He added that DSG would be involved.

Anne Chard asked if Highland Council was working with Babcock Dounreay Partnership (BPD) on site end use. David Cowie responded that the Highland Council worked closely with the Dounreay site when developing the DPF2 and were in discussions on the medium and long term plans for the site. He acknowledged that Highland Council may have different aspirations than that of the Dounreay site management. At present the site end use was a broad principle and no detail had been worked up.

Ronnie Johnstone asked whether the Highland Council was considering community benefit within the planning process. David Cowie responded that the Highland Council has a community benefit policy for wind farms which they encourage other major developers to use. He noted, however, that it was important to recognise that community benefit was separate from planning.

Ronnie Johnstone responded that benefit to the community should be fundamental because if planning is detrimental then it would be expected that Highland Council would oppose the application. David Flear noted that the Highland Council would consider this under Section 75. David Cowie added that certain things in planning would be taken into account – for example if a development looked like it would affect traffic then they would expect the developer to undertake road improvements. Community benefit generally fell into the category of a voluntary contribution by the developer to the community.

Bob Earnshaw noted that the DSG had successfully negotiated £4M in community benefit for the new low level waste facility currently being constructed and that he expected that the DSG would continue to explore further areas for community benefit.

Cllr Maurice Davidson asked what size the new low level waste facility were – he added that in the artists impression (see presentation) they looked very small. Dyan Foss responded that the artist's impression showed the first two vaults in the development but noted that planning for this facility had already been granted and would not be part of the phase 2 planning application. Dyan added she would be pleased to provide further information on the new low level waste facility.

DSG(2012)M004/15: Dyan Foss to provide DSG with information on size of vaults at the new low level waste facility.

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Cllr Maurice Davidson asked if Highland Council had ideas for site end use. David Cowie responded that this was a good question and difficult to answer. He added there would be consultation to address this.

David Flear stated, while he was aware that BPD had a contract to take the site to interim end state he was not sure who had responsibility for final end state. Dyan Foss responded that BDP had responsibility to take the site to its interim end state and also had responsibility to the NDA to provide plans to take the site to its final end state. The NDA would determine how they would proceed to final end state. David Cowie added that Highland Council would be discussing with the NDA and DSRL the long term plan. Cllr Maurice Davidson asked whether new facilities could be built on the land while the site continued decommissioning. Dyan Foss said this was unlikely and that the interim end state was due to be finalised between 2022-2025. Nigel Lowe reminded members that it may be as long as 2300 before the final end state was realised but this would be dependent on the clean-up criteria determined by SEPA and ONR.

There being no further questions from members Bob Earnshaw invited members of the public to raise any questions.

Roy Blackburn asked how new developments could be accommodated on the site before the interim end state. Nigel Lowe responded there would be some flexibility. Delicensing of the site was an ongoing topic of discussion with the regulators. Across the NDA estate there was a two stage process – the interim end state (already defined) and the final end state (not so well defined and requires data from monitoring as the final end state is reached). From an NDA point of view the fence would not be taken down at interim end state but there was a potential to release part of the land dependent on the levels of intensity in clean-up criteria.

There being no further questions Bob Earnshaw thanked David Cowie for this presentation.

8. DOUNREAY PROCUREMENT STRATEGY

Bob Earnshaw introduced Alastair MacDonald, Dounreay Change Director who provided a presentation on Dounreay's procurement strategy. DSG(2012)C088 refers.

David Flear noted that the presentation had touched on discussions with CNSRP and other companies but did not include the Highland Council who had carried out some work on local benefits within their contracts. Alastair MacDonald responded he had been in touch with the central procurement department of Highland Council and had received some input.

John Deighan asked whether Scottish Government procurement bill would apply to Dounreay. Alastair MacDonald responded that he had received mixed views when he had asked the same question. He believed that DSRL was a Scottish Company, operating in Scotland and would certainly consider this when the bill was finalised. If it were confirmed that the Dounreay site complied with UK procurement laws they would certainly consider complying with the spirit of the Scottish Government policy.

John Deighan stated that he felt that socio economic costs should be legitimate criteria within contracts. Alastair MacDonald responded that socio economic costs could be a legitimate cost if it was necessary for the work being carried out. He confirmed if it was right for the work then the site would consider.

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Trudy Morris said she welcomed the work that DSRL was doing. She noted that the Caithness Chamber had been working with the Scottish Chamber in this area and the wording in contracts was very important. Alastair MacDonald responded that he would welcome discussions with the Chamber and Caithness Contractors Consortium to progress this further.

DSG(2012)M004/A015: DSRL to discuss procurement topics with representatives of the Chamber of Commerce and the Caithness Contractors Consortium.

Trudy Morris asked how the procurement strategy fitted into the Dounreay Planning Framework 2 document. Alastair MacDonald responded they were completely different. The DPF concentrated on land-use issues while the procurement strategy was to allow the placing of contracts to complete the decommissioning programme.

Trudy Morris noted that mention had been made of the training programme – Make the Right Connections. She noted that Dounreay was key to the programme and were currently waiting to consolidate the decommissioning programme. She asked if there was an update. Alastair MacDonald responded that consolidation was now finalised and was currently going through internal processes. The target was to complete consolidation by the end of this calendar year. Staffing profiles had been published on the website and it was expected that these would be updated and published on the website when available.

Trudy Morris stated that the engineering challenges being addressed by a number of projects on site, specifically the shaft and silo, would present a tremendous and unique opportunity to develop the general project/engineering expertise in terms of capability and capacity present in Caithness and so prepare the county for life after Dounreay. Such projects, she added, are ideally suited for the development of trainees and graduates who will be the community's future. In times where teams of engineers are routinely travelling Monday to Thursday and significant portions of the work associated with these projects being completed south of the border, what commitment did BDP have to using these projects as unique opportunities to ensure that a local capability is developed for the long term socio economic benefit of the area?

Alastair MacDonald responded that there was a balance to be made to deliver the plan. The site did not want to leave a negative legacy. Presently the site was considering the extension of the apprentice programme and was working with North Highland College. He re-iterated that just because the site was due to close he recognised that people would still require work. He added if there were things that could be done the site would certainly take anything into consideration.

Trudy Morris asked whether the site would consider encouraging local suppliers to bid for work. Alastair MacDonald responded that the site could decide to break contracts down to smaller packages of work and this would be done where they could.

Eann Sinclair stated that the presentation had covered things that could and could not be done under the constraints of OJEU. One of the things that should be considered was community impact which would potentially be referenced in the Highland Council's or CNSRP's local plan where potential major suppliers could be pointed to. He felt that there a number of ways in which the area could be more specific about their aspirations for socio economic impact while recognising these would not be stipulations it would provide information for contractors to consider. Alastair MacDonald responded if there was

something that outlined the community's aspirations the site would be willing to ensure major contractors were aware. He suggested a further discussion on this topic.

DSG(2012)M004/A016: Secretary to put socio economic impact (with regards contracts) on next Socio Economic sub group agenda.

Bob Earnshaw opened up questions from members of the public. There were no questions raised. Bob thanked Alastair for his presentation.

9. FUTURE OF VULCAN

Bob Earnshaw noted that over the past couple of years the DSG has been requesting information on the future of the Vulcan site. He welcomed Steven Firth and Tom Smith to the meeting and thanked Commander Ken Dyke for organising this. Tom Smith, Ministry of Defence, provided the presentation – DSG(2012)C089 refers.

Following the presentation, Bob Earnshaw stated that the DSG had been requesting information for quite some time and thanked Tom for the information provided. He opened up questions to members of DSG.

John Deighan stated that the Dounreay decommissioning programme was well defined and asked how confident was MoD that there was an integrated approach to decision making. Tom Smith responded that they were confident based on their current understanding.. Regular discussions were held with the NDA to ensure that MoD understood the timelines for decommissioning Dounreay. He added there was a recognition that if a service was removed from Dounreay and there was still a requirement at Vulcan consideration would have to be given to indentifying and establishing an alternative.

David Flear stated that thinking about value to the taxpayer if new buildings had to be constructed because they were no longer available at Dounreay this would not constitute value for money. David also added that he felt that 3-4 years was a long time to assess the options for the site going forward. Tom Smith responded that it was already recognised that potentially having to build new facilities would not represent value for money and therefore it was important that MoD continued to discuss requirements with the NDA. He added that the 3-4 years may be conceived as being a long time but it was important that the right decision was made and a lot of work had to be carried out before comparison of the options could be made. Steven Firth added that the assessment period was very similar to a lot of projects of this size and was typical for this phase of a project.

David Flear reminded them that the clock was ticking with regards to the decommissioning of the Dounreay site. Steven Firth acknowledged this and responded that they would be exploring the new plan with the NDA as soon as it was finalised.

Anne Chard asked how long the lease from the NDA was for the MoD. Tom Smith responded that it was an open-ended lease.

Alan Scott noted that the Vulcan land was leased by the NDA. He asked whether the site would revert back to the NDA if the option for decommissioning was chosen. Tom Smith responded that decommissioning was only one option and a decision had not yet been made as to the future of the site. This would be part of the on-going dialogue with the NDA when determining all the options.

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Ronnie Johnstone noted that, in the middle of the assessment phase, there would be a referendum for Scottish independence. He asked whether this was something that was being factored into the assessment process. Tom Smith responded that it was not, there were a number of options for the site and these would be considered irrespective of the decision on Scottish independence.

Eann Sinclair asked once it gets to 2020 and looking at the site options, what kind of engagement process would take place and would it be a wider range of stakeholders. Tom Smith appreciated the dynamics and acknowledged wider engagement would be necessary with NDA, MoD, Rolls Royce etc. Steven Firth stated that a decision could not be made in isolation and it was important to ensure dialogue continued.

John Green asked whether employment numbers would change after 2015. Tom Smith responded that he did not know at this point. When considering the options for the site employment costs would be a factor.

David Flear noted that as the site belonged to the NDA and the DSG works closely with the NDA and DSRL he would hope that the same relationship would be formed with Vulcan in so far as the future for the site would be decided with community involvement. He emphasised that it would be important for the DSG to be kept updated as the assessment process developed. Nigel Lowe confirmed he was happy to keep DSG updated.

Anne Chard asked if decommissioning the site was the preferred option would it be a two stage process similar to Dounreay, ie interim end state moving forward to final end state. Tom Smith responded that at present there was a range of options which covered long term care and maintenance (similar to Magnox strategy) to complete decommissioning with varying options in between.

David Flear noted there had been a high degree of MoD activity over the years where legacies had been left. He would be looking for assurances that the community would be involved in the options for the site.

Bob Earnshaw then invited members of the public to raise any questions.

Louise Smith noted that Vulcan had not been covered in the Highland Council's presentation and wondered why this was. David Cowie responded that Dounreay and Vulcan were separate sites. He added that it may be appropriate for Vulcan to have a planning framework if decommissioning or change of use was the preferred option for the site long term. This was something that would be considered following the assessment phase when the future of the site was better known.

Tom Smith added that, at present, Vulcan was still an operational site and would be until 2015. While he recognised the synergies with NDA Vulcan and Dounreay were working to different timescales and these would need to be factored in.

There being no further questions Bob Earnshaw thanked Tom Smith and Steven Firth for their input. Bob added that he was pleased to see a timescale which would the options process into perspective. He emphasised that the local community was keen to be kept informed and looked forward to further updates as appropriate.

10. QUESTIONS FROM MEMBERS OF THE PUBLIC

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Bob Earnshaw invited members of the public to raise any other questions or topics. No issues were raised.

11. ANY OTHER BUSINESS

Bob Earnshaw noted the following:

- Bob Earnshaw and David Flear attended the NDA's National Stakeholder Group meeting in Manchester. David Flear had stayed on and provided a briefing to those stakeholder groups involved in the Magnox competition.
- Bob Earnshaw and June Love attended the Scottish Government's Scottish Nuclear Sites meeting and the minutes, when available, will be circulated to members for information.
- George Farlow is now Highland Council's representative on the Scottish Council Committee on Radioactive Substances.
- Some DSG members had attended a meeting with Adrian Simper, NDA's Strategic Director who had provided an update on the movement of DFR breeder fuel and also provided an update on when the decision is likely to be announced for Exotic fuels. This is expected in late Jan/early February.
- David Flear had chaired an ad hoc sub group on the DSG review which came forward with a number of recommendations. These had been endorsed at the site restoration and socio economic sub group meetings and therefore the recommendations would be taken forward in time for the March AGM.

David Flear noted that a meeting with Commander Ken Dyke had been organised for later in the week to follow up on the DSG review.

There was no further business raised.

Bob Earnshaw thanked everyone for attending the meeting and wished everyone a Merry Christmas and Happy New Year.

Bob Earnshaw
DSG Chairman
16th December 2012

STATUS OF ACTIONS

ACTIONS ARISING FROM THIS MEETING

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

DSG (2012)M004/A005: DSG to write to the NDA asking for clarity of the scope and timeline for the business plan for the National Nuclear Archives.

DSG (2012)M004/A006: Anna MacConnell, NDA to arrange to invite the NNA Project Manager to a DSG meeting.

DSG (2012)M004/A008: Eann Sinclair to ask HIE what progress is being made with Fusion projects.

DSG (2012)M004/A009: Secretary to resend DSG protocol out to members.

DSG (2012)M004/A011: Secretary to speak to DSRL to see how consistent figures can be used between performance report and swipe-in system.

DSG(2012)M004/A013: Secretary to put SCCORS discussion on business meeting for discussion with regards inviting George Hunter to a future DSG meeting.

DSG (2012)M004/A014: Nigel Lowe, NDA Head of Programme, to provide an update on NDA's response to the National Audit Office's report on Sellafield.

DSG(2012)M004/15: Dyan Foss to provide DSG with information on size of vaults at the new low level waste facility.

DSG(2012)M004/A015: DSRL to discuss procurement topics with representatives of the Chamber of Commerce and the Caithness Contractors Consortium.

DSG(2012)M004/A016: Secretary to put socio economic impact (with regards contracts) on next Socio Economic sub group agenda.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

DSG(2012)M002/A018: Anna MacConnell, NDA to continue to keep DSG updated on progress of national nuclear archives. **Action ongoing** - *further updates will continue.*

DSG(2012)M002/A029: Nigel Lowe to discuss socio economic elements in contract (in relation to National Nuclear Archives) with project team. **Action ongoing** – will be considered by Project Team at appropriate time.

DSG(2012)M002/A031 – DSRL and HIE to discuss requirement for trades and skilled people. **Action ongoing** – *will take place after December 2012 when consolidation phase is complete.*

ACTIONS COMPLETED SINCE LAST MEETING

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DSG(2012)M003/A001: Nigel Lowe, NDA to discuss with DRS traffic management for commercial freight at Georgemas junction. **Action complete** – Tom Curry, DRS Business Development Manager talking with Transport Scotland about traffic management.

DSG(2012)M003/A002: Anna MacConnell, NDA to discuss Georgemas with Transport Scotland to encourage Transport Scotland and DRS to consider how to address the issue of traffic management. **Action complete** – Tom Curry, DRS Business Development Manager and Anna MacConnell, NDA Socio Economic Manager, are in discussions with Transport Scotland about traffic management.

DSG(2012)M003/A003: Secretary to ask DSRL to provide a presentation on DSRL contracts at next main DSG meeting (September). **Action complete** – presentation to be provided at December meeting.

DSG(2012)M003/A004: Secretary to reschedule September DSG to week before scheduled meeting. **Action complete** – DSG will now be held on 12th September – notification has been issued.

DSG(2012)M003/A005: Business meeting members to provide comment on the DSG Review working group's recommendations. **Action complete.**

DSG(2012)M003/A006: Secretary to write back to Maritime and Coastguards asking for a response to previous correspondence. **Action complete** – see DSG(2012)C068

DSG(2012)M003/A007: Secretary to circulate DSRL's socio economic elements paper for further consideration. **Action complete** – DSG(2012)C019 circulated on 22nd July 2012.

DSG(2012)M003/A008: Secretary to ask Rolls Royce whether the £30M contract award related to work being taken at the Vulcan site. **Action complete** – John Hook emailed on 23rd July confirming that the £30M related to work at Vulcan.

DSG(2012)M003/A009: Dyan Foss to provide a brief on the WRACS supercompactor. **Action complete** – see DSG(2012)C065.

DSG(2012)M003/A010: Secretary to put interim site end state on agenda for site restoration sub group as a standing item. **Action complete** - on agenda for next site restoration sub group meeting (7th November 2012).

DSG(2012)M003/A011: Secretary to ensure conventional safety is discussed at DSG Review working group. **Action complete** – discussed at DSG review meeting on 13th August 2012.

DSG(2012)M003/A012: Secretary to write to NDA to ask for examples of the type of projects that could attract funding from the £15M research and development fund. **Action complete:** Information on the fund can be found here: <http://www.innovateuk.org/content/competition/developing-the-civil-nuclear-power-supply-chain1.ashx>. The closing date for registration is 2nd September therefore there are no specific examples available at present.

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DSG(2012)M003/A013: Secretary to invite Nigel Lowe to next DSG business meeting to further discuss Exotic fuel lifetime costs. **Action complete** – Nigel Lowe attended Business meeting on 17th August 2012.

DSG(2012)M003/A014: Site Restoration sub group members to provide the Secretary with any comments on ONR's consultation on bulk quantity of waste (supplementary consultation). **Action complete** – see DSG(2012)C064.

DSG(2012)M003/A015: Site Restoration sub group members to provide the Secretary with any comments on SEPA's consultation on LLW authorisation. **Action complete** – see DSG(2012)C072.

DSG(2012)M003/A016: Highland Councillors (Willie Mackay, Roger Saxon, Alex MacLeod and George Farlow) to raise with Convenor the timeline for getting the feasibility study for the Berriedale Braes started. **Action complete** – taken forward with Convenor (see minutes DSG/SESG(2012)M004 for update).

DSG(2012)M003/A017: Nigel Lowe, NDA to provide contact details for the newly appointed DRS Business Development Manager. **Action complete – DSG Secretary has contact details.**

DSG (2012)M003/A018: Secretary to draft letter to HIAL outlining support for the production of the business development plan. **Action complete** – DSG(2012)C069.

DSG (2012)M003/A019: Roger Hardy to write to HIAL illustrating the effects on business at the cancellation of flights. **Action complete** – letter was sent.

DSG (2012)M003/A020: Eann Sinclair to put Coastal Community Fund on next CNSRP Advisory Board to explore this with Crown Estates. **Action complete – on Advisory Board agenda for next meeting.**

DSG(2012)M003/A021: Secretary to circulate an electronic version of the Dounreay Socio Economic Plan 2012-15 to all DSG members. **Action complete** – emailed to all DSG members on 19th July 2012.

DSG (2012)M003/A022: DSG members to provide comments/views on Dounreay's Socio Economic Plan by 17th August. All comments should be sent to the DSG secretary who will collate all comments for consideration. **Action complete** – all comments received by 17th August were incorporated and are currently being considered.

DSG(2012)M003/A023: Nigel Lowe, NDA to highlight skills from Caithness (on liquid metal technology and fast reactors) to NDA Project Team responsible for R&D projects. **Action complete** – Nigel Lowe confirmed that he had highlighted Caithness skills to the NDA project team and also to Adrian Simper (Strategy). They were open and positive to the discussion and are keen to utilise the skill set in the local community.

DSG(2012)M004/A001: Secretary to write to Nigel Lowe to confirm slot in DSG December agenda. **Action complete** – emailed on 16th November 2012.

Endorsed on 13th March 2013

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

DSG(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. **Action complete** – emailed on 16th November.

DSG (2012)M004/A007: Ken Nicol to amend monitoring report to reflect Chamber's comments. **Action complete.**

DSG (2012)M004/A010: Graham Beaven to provide short summary on non-radioactive waste process. **Action complete – see DSG(2012)C086.**

DSG (2012)M004/A012: Peter Watson, ONR to check with colleagues to ensure ONR is satisfied with actions taken by DSRL in D2001 Waste Processing Cell. **Action complete – see DSG/SRSG(2012)M004.**