

**DOUNREAY STAKEHOLDER GROUP**

Minutes of the meeting held on Wednesday 12<sup>th</sup> June 2013 in the Pentland Hotel, Thurso.

Present:	Bob Earnshaw	Acting Chairman (Thurso Community Council)
	David Flear	DSG Chairman
	Alastair MacDonald	DSG Honorary member
	John Green	Caithness Voluntary Group
	Gordon Jenkins	North Highland College
	Alan Scott	Caithness Contractors Consortium
	John Deighan	Dounreay Unions
	Roy Kirk	Highlands and Islands Enterprise
	Eann Sinclair	Caithness & NS Regeneration Partnership
	Ronnie Johnstone	Church of Scotland
	Cllr Willie Mackay	Highland Council
	Cllr George Farlow	Highland Council
	Cllr Alex MacLeod	Highland Council
	Deirdre Henderson	Buldoe Residents Group
	Derrick Milnes	Wick and Thurso Trade Union Council
	Roy Blackburn	Member
	David Broughton	Member
	Tor Justad	Member
In addition:	Mark Rouse	Managing Director, Dounreay (designate)
	Nigel Lowe	NDA
	Roger Wilson	SEPA
	Lt Cdr Rory Stewart	MOD, Vulcan
	Peter Watson	ONR (Dounreay)
	Ian Miller	DNSR (Vulcan)
	Martin MacDonald	Scottish Government, Radwaste
	Charles Stewart Roper	Scottish Government, Radwaste team leader
	June Love	DSG Secretariat, DSRL

**MINUTES**

**1. WELCOME AND INTRODUCTIONS**

David Flear welcomed everyone to the meeting. He noted that this was his first meeting following a major operation and thanked everyone for their support while he was recovering. He thanked Bob Earnshaw for standing in as chair in his absence and for continuity handed over the meeting to Bob.

Bob Earnshaw thanked David for his kind words and stated it was good to see him here tonight. He also welcomed Mark Rouse to the meeting as Managing Director of Dounreay and noted that the group looked forward to working with him in the future.

Bob introduced Charles Stewart Roper (Scottish Government Radwaste team leader).

He also welcomed new members – David Broughton, Tor Justad and Roy Blackburn to their first meeting and noted that Mike Favell had now replaced Ross MacKenzie (Health Service).

## **2. APOLOGIES**

June Love noted apologies have been received by:

- Roger Saxon, Highland Council
- Sandy Mackie, Scrabster Harbour Trust
- Trudy Morris, Chamber of Commerce
- Commander Ken Dyke (deputy: Lt Cdr Rory Stewart).
- Rob Wharton, ONR for Vulcan
- Jean Lipa, Association of Caithness Community Council.

## **3. MINUTES OF LAST MEETING**

The minutes of the last meeting – DSG(2013)M001 – had been circulated in advance of the meeting. Roger Wilson asked for the following changes to the minutes:

Page 8: last bullet point: change to “..... is the Environmental Regulator in England and Wales.”

Page 8: Roger Saxon .....”proposed discharges was” – should read “proposed discharges were”.

Page 17: Change wording of para: “David Broughton noted the discussion earlier regarding discharge authorisation limits. .... The assessment covered the effects of human health and flora/fauna with the primary focus being human health. SEPA ..... discharges”.

It was agreed that, following the changes made above, the minutes were a true reflection of the meeting. This was proposed by John Deighan and seconded by Eann Sinclair.

## **4. STATUS OF ACTIONS**

Bob Earnshaw noted that the status of actions had been circulated to members in advance of the meeting. Of note:

- DSG(2013)M001/A007: Members were aware that the UK Government launched a consultation on the siting process for a geological disposal facility. While Scottish Government policy differs from that of the rest of the UK the DSG had submitted a response to the consultation. A timeline for this project will be available following a review of the responses submitted. The action would remain open until a timeline was forthcoming.
- DSG(2013)M001/A012: Request a site visit to Vulcan for interested members. It was likely that this visit would take place around September. The secretary would continue to progress this action.

No other issues were raised.

## **5. UPDATE FROM VULCAN**

ENDORSED on 25<sup>th</sup> September 2013

Bob Earnshaw reported that a Vulcan update had been provided at the site restoration sub group meeting held in April. Of note:

- An emergency preparedness exercise was scheduled for 19<sup>th</sup> June.
- Updates had also been provided by ONR, DNSR and Rolls Royce.

Rolls Royce had provided a written progress report for this meeting and this has been circulated to all members. Of note:

- Operations remained focussed on continuing the safe delivery of their current PWR2 reactor operations.
- Safety remains positive with no reportable incidents over the period.
- Additional contract work continues to be identified for the immediate/short term period of 2015-2021.
- Rolls Royce continue to develop their business planning and maturing options of the future utilisation and deployment of the skills within Caithness for 2020 and beyond.
- 16 apprentices continue in training at Vulcan with an additional four starting their training in August this year. There are also graduate trainees on site as part of their graduate training programme.

Lt Cdr Rory Stewart provided a verbal update. Of note:

- The plan continued to be shutdown for scheduled maintenance. Operation was expected to start up again in July.

Ian Miller, DNSR reported:

- Inspections had taken place under the IRRs and found to be adequate. Some minor improvements had been identified.
- Safety arrangements had identified some examples of good practice which has been disseminated across other sites.
- DNSR/ONR will be assessing the emergency preparedness exercise on the 19<sup>th</sup> June.

Roger Wilson, SEPA noted that there was nothing to report in terms of Vulcan.

Bob Earnshaw invited questions from members.

Deirdre Henderson stated that she had been informed that someone from Ministry of Defence (MoD) police were visiting households in the area to inform them that the MoD police would shortly be patrolling in the local vicinity outside the Vulcan site.

ENDORSED on 25<sup>th</sup> September 2013

Lt Cdr Stewart responded that there was a community liaison PC up in the area to develop relationships with the local community and explain the plans for extending patrols in the area which augment site procedures. He explained as numbers of security personnel increase on the site there are suggestions that the security boundary is extended to patrolling in the local vicinity. However, this was not yet agreed and therefore at present there were no specific plans for patrols off-site. He added that the site would ensure that people were kept informed of progress.

Anne Chard added that she had also received a visit and had not been in at the time. She felt it would have been useful if a note had been left at those houses where the primary contact was not available to provide a brief explanation.

Cllr Alex MacLeod noted he had also just met with the MoD Liaison Officer who had indicated that patrols outside the Vulcan site would commence shortly. He felt some clarity was required.

Ltd Cdr Stewart re-iterated that as it stood today there was no process or plans in place.

Cllr Alex MacLeod responded that the impression he had was that this was something that was going to happen.

Ronnie Johnstone added that he believed this was quite serious and asked what the relationship was between the MoD police and the Dounreay police. With the Dounreay police the group and residents living in the local vicinity had a clear picture of geographical requirements. He added that this had raised alarm and concern and a clear statement should have been made as to what the real position was. Having just heard about this he felt it was an absolute shambles and if there was something happening then the group should be told about it in an open and honest way. He felt the group was entitled to demand an answer to what is going on.

Lt Cdr Stewart responded that at this present time there was no MoD police operations, armed or otherwise, outside the perimeter of Vulcan.

Deirdre Henderson added her young nephew had been outside his home wearing camouflage clothing had been stopped by MoD police and advised not to wear such clothing in case he was mistaken as a terrorist.

At this point in the meeting a member of the public introduced himself as PC Slack, MoD Police Community Liaison Officer who confirmed he was in the area to carry out a community impact assessment which was considering an external mobile patrol outside the perimeter of the Vulcan site. He had been visiting local families, businesses and representatives of the Community Councils. He added that patrols would start on 25<sup>th</sup> June and that he had been specifically brought up from Faslane to carry out this job.

Lt Cdr Stewart responded that the 25<sup>th</sup> June was when there was an augmentation of the police force at Vulcan however this was not the date to start patrols. He re-iterated that no current plans for patrolling outside the site had been agreed.

Ronnie Johnstone said he felt that this was typical of the Naval base lack of engagement within the community and added that this was an absolute shambles.

David Flear stated that this was indeed a very serious issues. He felt it was obvious that something was happening in our community without prior notification being given to either the stakeholder group or local residents. He suggested that an action be placed on Vulcan to provide a clear and concise statement. This was agreed unanimously.

**Action: DSG(2013)M002/A001: Lt Cdr Rory Stewart to provide a clear and concise statement of the situation regarding MoD police in relation to patrolling outside the Vulcan site.**

## 6. BUSINESS MEETING UPDATE

Bob Earnshaw reported that the Business meeting had met on 10<sup>th</sup> May 2013 – the draft minutes had been circulated to all members in advance of this meeting. Of note the meeting had reviewed:

- Progress on actions
- Issues from sub group meetings
- Membership and attendance
- And agreed the agenda for this meeting.

Bob explained that the business group meets to essentially set out and agree the agenda for the main meetings. He proposed that unless there was any other questions he would not go into any further detail.

No issues were raised.

For completeness, the actions from the Business Meeting are recorded here:

**Action: DSG(2013)M002/A002: Secretary to put skills update on the next socio economic sub group agenda.**

**Action: DSG(2013)M002/A003: Secretary to request a presentation on the progress of CNSRP for the June meeting.**

**Action: DSG(2013)M002/A004: Secretary to write to those members identified with reference attendance at meetings.**

## 7. SITE RESTORATION SUB GROUP UPDATE

Bob Earnshaw reported that the Site Restoration Sub Group had met on 17<sup>th</sup> April 2013. Following the AGM, Bob Earnshaw had been appointed as chair of this subgroup having stood down as DSG Chairman. The draft minutes of the meeting had been circulated to members in advance of this meeting. Of note:

- The Vulcan update had been covered earlier in the meeting.

### Dounreay update

- A safety culture survey had recently been carried out and it was good to hear that this included the contractors working on site. At the sub group the report was being reviewed. He invited Mark Rouse to provide an update.

ENDORSED on 25<sup>th</sup> September 2013

Mark Rouse reported that he had taken over the post as Managing Director on the 2<sup>nd</sup> of April 2013. One of his first tasks was to digest the safety culture survey which had provided a clear picture of the fears and concerns of the staff.

The site had undergone changes since the new contract had been awarded in April 2012 and during the year there had been big projects pushing against hard targets with the ultimate goal of closing the site which ultimately finishes people's careers.

Having gone through the report there was not an obvious trend to the slippage of safety performance and a decision had been made to bring right to the front the people element of the plan to address some of these issues. Staff talks had been introduced, including contractors, the Chamber of Commerce, NDA, etc, to talk about focal points and how safety will play a huge part in the decommissioning of the site.

The people plan was being made a priority to ensure that people do not feel worried or isolated.

Safety would continue to be monitored and Mark Rouse added that the site had a very good record with everyone on site recognising that safety was the highest priority. It was important to get safety back on track and was well within the means of the workforce.

Bob Earnshaw thanked Mark for his update and continued with the sub group report. Of note:

- The Preliminary Safety Report for the Shaft and Silo had been submitted to ONR. Members had agreed it was nice to see the Shaft project starting to gather pace.
- An update on the planning application for the proposed firing range had been provided.
- The interim site end state is now a standing item on the sub group's agenda and progress is reported on a quarterly basis. The Environmental Restoration Programme Plan had been identified with regulators fully engaged in defining the criteria for clean-up.
- Particles – the site was currently waiting for the final Particles Retrieval Advisory Group report. Paul Dale, SEPA would be attending the next sub group meeting to provide a briefing on the conclusions of that report.

Mark Rouse provided a verbal update. Of note:

- Planning approval had been received for phase 2 decommissioning programme and the firing range. A number of planning conditions had been placed which would be adhered to.

Roy Blackburn stated that he had looked at the safety metrics of previous site reports and noted that the performance related to TRIRs (Total Reportable Injury Rates) and LTAs (Lost Time Accidents). He had noticed that in 2011 the site had sat within the NDA's green range (good) but had dropped into the NDA's amber range during the last year. In addition lost time accidents (those that require 3 days away from work) had recorded 548 days without a lost time accident in January 2012 and since then there had

been four lost time accidents. While he recognised that two metrics did not provide a full picture of safety it did indicate a trend. He asked if any reasons had been identified for the decrease in safety performance and what was DSRL doing to do about it.

Mark Rouse responded that site management had looked at those trends and emphasised that his number one priority was ensuring that the workforce was safe. Having identified there was an issue the safety culture survey was instigated. The results of the survey did not find any direct correlation apart from that the fact that the decommissioning programme had become very real. He emphasised that the site had a very good safety record and had been extremely good at juggling getting on with the job while not compromising safety. However, with the end date in sight there were obvious distractions and this was why he and his senior team would be engaging with people to assure them of their future for the foreseeable future. He assured the group that management would continue to monitor the safety metrics and while the position had stabilised they would keep questioning the statistics to ensure it remained a priority.

Roy Blackburn responded that it took a lot of effort to maintain high standards and this shows how easy it is to become distracted.

Tor Justad noted that he, along with David Broughton and Roy Blackburn, had visited site during the afternoon and thanked Mark Rouse for a very informative presentation. He noted that while he sat on DSG as an individual member he also was involved with a group of residents in Ross-shire who had raised concerns about fuel shipments by rail. He asked where responsibility for fuel transports began and ended.

Mark Rouse responded that he was the consignor of the fuel and it was his responsibility until the fuel had reached its destination.

Tor Justad added that the group were in the process of setting up a meeting with NDA and Direct Rail Services.

Bob Earnshaw noted that the DSG had been fully engaged with the NDA on the transport of fuels and had questioned aspects of transport as it moved forward. NDA had responded to queries and as far as he was concerned, on behalf of DSG, this had been covered.

Cllr George Farlow stated that Highland Council had also been engaged by the NDA on this matter and Adrian Simper (NDA Strategy) had attended a Highland Council meeting and gave a presentation which had been webcast. George added that Adrian Simper had given assurances that he would engage with communities along the railway line although George suspected that it would be quite difficult to ensure inclusiveness of the population.

David Flear asked whether the commitment had been made to ensure engagement with every area along the railway line. Tor Justad responded that was what the group was campaigning about as consultation was not simply about one meeting with Highland Council. Tor added he had attended the Highland Council meeting as a member of the public and believed that engagement should have been at community council level given it was local communities that were most affected.

Nigel Lowe, NDA suggested an action be placed on him to speak to Adrian Simper to clarify the commitments made at the Highland Council and respond in writing to the DSG. This was agreed.

**Action: DSG(2013)M002/A005: Nigel Lowe to provide a written statement on commitments made by NDA with regards engaging with communities along the railway line for fuel transports.**

**ONR update:**

Bob Earnshaw noted that ONR had been unable to attend the sub group meeting in July due to a change of date. However, following the meeting ONR had provided a written report (DSG(2013)P011 refers). He invited Peter Watson, ONR to provide an update. Of note, Peter reported:

- The ONR report for Jan to March had now been published.
- A question raised by a DSG member regarding housekeeping and related activities had been addressed.
- The report for April to June was in the process of being finalised which would highlight that ONR were taking a keen interest in safety matters in relation to recent incidents on the site which appeared to show commonality in some areas. It is clear that site management was taking these issues very seriously.
- ONR were not entirely confident that a recent organisational change had been managed properly and ONR had since written to the site to question whether the Assurance Directorate is sufficiently well resourced to fulfil its role adequately..
- The Preliminary Safety Report for the shaft and silo had recently been received and a team of assessors would be engaging with the site on this.

**SEPA update:**

Bob Earnshaw noted the following:

- SEPA had assessed the site's environmental performance for 2012 with results found to be good for liquid and excellent for gaseous and solid).
- The new discharge limits were currently being determined. DSG had provided a response to SEPA's consultation.
- Further information in relation to potential flood risk in relation to Highland Council's planning consideration for phase 2 decommissioning had been requested. This had been received and had addressed SEPA's concerns.
- Discussion had taken place regarding the thermal cracking identified in the walls of the demolition low level waste vault. DSRL had assessed the situation and SEPA were currently undertaking a review with support from ONR. Feedback was expected at the next sub group meeting.



Roy Blackburn asked for an update on the thermal cracking. Bob Earnshaw responded that this would be discussed at the next site restoration sub group meeting. The secretary noted that she would put this on the agenda.

**Action: DSG(2013)M002/A006: Secretary to put thermal cracking of demolition low level waste vault on agenda for next site restoration sub group meeting.**

Roger Wilson provided a verbal update. Of note:

- In June SEPA attended the site to be updated by DSRL on progress and the plans for decommissioning projects.
- SEPA's determination of DSRL's application is ongoing. SEPA is currently awaiting the submission of further information that had been requested from DSRL in support of its application.
- Discussions had taken place regarding Ground Water Directive in relation to site end state.
- Detector system for particle monitoring had been modified and provided better performance in detecting strontium particles.
- Meetings were taking place to review progress toward operating the new low level waste facility.
- SEPA and the Environment Agency had agreed a methodology for substituting waste at Dounreay for vitrified waste from Sellafield as per Government policy which had been consulted on in 2011.

**NDA update:**

The NDA had updated the site restoration sub group as follows:

- That the new contract had completed its first full year in operation with all contractual milestones met.
- Consolidation of the new plan had been completed in December and the focus has now moved to driving performance against the plan.
- The NDA Business plan had been finalised and published on the website.

Nigel provided a verbal update. Of note:

- The site was now into its second year of the contract with performance based incentives (PBIs) and key milestones agreed for the year.
- As the customer, the NDA had also detected a deterioration in safety and had discussed with the Parent Body Organisation and DSRL and are satisfied, so far, with the response from senior management in addressing this.
- Recruitment was still underway for an NDA Programme Manager. The recruitment process had taken place on three separate occasions and had proved unsuccessful

based on a combination of location and remuneration packages. Internal and external adverts would be re-run with a new remuneration package.

David Flear asked whether information on why people were reluctant to come to the area could be made available to the Chamber of Commerce. Nigel Lowe agreed and added that NDA had engaged a national recruitment company and perhaps they would be able to extract information such as this to ensure the county could learn lessons when trying to attract new business to the area.

Cllr Alex MacLeod agreed that this information would be useful to allow the agencies to consider how to market the attractiveness of the area.

David Flear asked for an action to be placed to capture information on the blockers to attracting people to employment in the area.

**Action: DSG(2013)M002/A007: Nigel Lowe, NDA to ask whether recruitment company can identify and provide information on why potential recruits did not want to locate to the area.**

Nigel Lowe continued with a national NDA update. Of note:

- The NDA's Business Plan (2013-2016) had now been published and was available on the website.
- The NDA had recently launched an invitation to tender, via the Sellafield site, for the procurement of cubed stainless steel boxes which was a very large contract. While they would be looking for two major suppliers he encouraged local supply chain companies to consider potential opportunities as a Tier 1 or Tier 2 supplier. The secretary noted that the Chamber of Commerce had circulated this information to its members as soon as it had been published.
- The Magnox competition was continuing on schedule – four consortia were bidding for this contract.

David Broughton noted the update on the procurement of stainless steel boxes and asked whether OJEU rules applied. Nigel Lowe confirmed this was the case. David Broughton suggested that Nigel's comments should be changed to ensuring the local supply chain get involved with this major contract. Members of DSG agreed. David Broughton also asked why two companies were being sought. Nigel Lowe responded that this would help to de-risk the project going forward.

David Broughton noted the Treasury Report published recently relating to Sellafield. He felt that it was very difficult to transfer the risk at Tier 1 level and asked why the NDA had spent millions of pounds for a Tier 1 contractor. Nigel Lowe responded that the NDA operates under Government procurement and contracting guidelines. In the nuclear industry it is always difficult to fully transfer risk which is why nuclear contracts carry nuclear indemnity clauses. Nigel added that some of the risk had been transferred at Dounreay and this would be achieved with the Magnox competition. David Broughton noted that if a major problem arose the UK Government would have to bail out the Tier 1 contractor. Nigel Lowe responded that if a contract went seriously wrong, whether it was a Government or a private sector contract, then in his experience the customer nearly

ENDORSED on 25<sup>th</sup> September 2013

always ends up with a financial burden. That is why organisations such as the Site Facing Team are put in place to prevent this happening.

Bob Earnshaw thanked everyone for their contribution and concluded with the following from the April sub group meeting:

- Discussions had been ongoing with Dounreay with regards local benefits in site contracts. Thanks were due to Alan Scott and Trudy Morris who had taken this forward and a series of meetings with NDA and DSRL had taken place. There was still a little bit of work to do to make sure that whatever was put in place did not break the procurement rules but it was pleasing to see this move forward and the group looked forward to a successful outcome shortly.

Thanks were given to Dyan Foss for agreeing that a DSG representative could observe the site emergency exercises. Anne Chard had volunteered and will be in attendance at the exercise scheduled for September.

For completeness the actions from the site restoration sub group meeting are recorded here:

**Action: DSG (2013)M002/A008: Dyan Foss to provide DSG secretary with the results of the safety culture survey when available.**

**Action: DSG (2013)M002/A009: June Love to invite Paul Dale to the next site restoration sub group meeting to outline PRAG(D) final report.**

**Action: DSG (2013)M002/A010: Stewart Ballantine to feedback the outcome of the review of the thermal cracking report undertaken by ONR on behalf of SEPA.**

**Action: DSG (2013)M002/A011: All members to consider the draft ( )5(u)1haer on he**

ENDORSED on 25<sup>th</sup> September 2013

- Funding had also been approved for North Highland Connections to continue work to build an arts centre in Wick.
- Transport Scotland's accident investigation team had completed their report into traffic calming measures at Georgemas. DRS were currently in discussion with Transport Scotland on the most appropriate option.
- URS has now been appointed as design consultant for the feasibility study for the Berriedale Braes. There was some delay to starting the project and the group agreed that encouragement would be required to ensure this project was shovel ready for the beginning of next year.

Derrick Milnes invited Nigel Lowe to provide a verbal update. Nigel Lowe, NDA Head of Programme said he did not have much to add. Progress was being made with the Georgemas and NDA was confident that this would move as quickly as possible. David Flear asked if there was any update on commercial freight for Direct Rail Services (DRS). Nigel Lowe responded that he was aware that DRS was pursuing a number of commercial avenues and agreed to get an update for the next sub group meeting.

**Action: DSG(2013)M002/A012: Nigel Lowe, NDA Head of Programme to provide a written update on progress with DRS pursuing commercial freight by next Socio Economic sub group.**

David Flear also noted concerns relating to the scope of the study for the Berriedale Braes. He recognised the need to consider all options but felt that if a flyover was one of the considerations it should be screened out at the earliest possible opportunity. He reiterated the view that it would be useful to complete this study before the end of the year to ensure it was shovel ready in case funding became available at short notice. He stated he was aware that the Caithness Transport Forum was also keeping a watchful eye on this and suggested it would be useful for the DSG to write to Rob Gibson, MSP to highlight the concerns of any potential delays. Members agreed a letter should be written.

**Action: DSG(2013)M002/A013: DSG Chairman to write, on behalf of DSG, to Rob Gibson, MSP to outline concerns regarding the delay in completing the Berriedale Braes study.**

Tor Justad asked whether all potential freight customers had been contacted by DRS as he was not aware that any contract had been started. Nigel Lowe responded that as far as he was aware no commercial contracts had been signed but that DRS were actively pursuing a number of potential opportunities. Bob Earnshaw noted that DSG had held numerous discussions with DRS and dialogue continued with DSG, Caithness Transport Forum and Orkney representatives. Nigel Lowe added that DRS were keen to diversify and were actively chasing opportunities, it was no secret that DRS were in talks with one of the major supermarkets. Tor Justad suggested DRS should also speak to the Co-op as a prospective customer.

**Dounreay update:**

- An annual report for socio economic activities during 2012/13 had been published on the website.

ENDORSED on 25<sup>th</sup> September 2013

- The new socio economic plan 2013-2016 had also been published. This followed a workshop held in early March with members of DSG to explore areas of the plan.
- Staffing forecast statistics were now available showing the rundown of personnel on the time over the next decade.
- Work was ongoing to review the impact of last years' plan which would allow measures to be identified to assess impacts going forward.

Derrick Milnes invited Mark Rouse to provide a verbal update. Of note, Mark raised:

- Currently there was 783 DSRL employees with projections showing steady employment for the next six year and then a declining workforce. This provided a window of opportunity and the NDA, Parent Body Organisation and DSRL would do as much as they could to continue to support regeneration activities.
- While NDA and HIE were currently working on funding for Wick Harbour, Alastair MacDonald (Babcock Dounreay Partnership) had been supporting the harbour to work up a long term business plan.
- Members of the socio economic team were also involved in considering options to support fast reactor technology. Visits by French and US representatives had been organised which outlined the knowledge available in Caithness for this technology. While it was early days the site would continue to maximise the expertise in the county.
- Currently, the site was working with North Highland College to increase apprentices and graduate training schemes. Apprentice intakes would increase from 5 to 8 in 2013 and again in 2014 from 4 to 7 apprentices. A review of the apprentice scheme for 2015 and beyond was currently underway. In addition DSRL had also expanded their successful Sponsored Engineering Study Programme, which offers sponsorship and work experience to students studying at the College. The number of sponsorships has increased from 4 to 6 each year and will now be open to students study any engineering, science or business related HNC/HND or degree level courses.

Cllr George Farlow noted the funding going forward for Wick harbour. He noted that Wick harbour had also successfully received Fisheries funding which was approved last week. He congratulated Wick Harbour.

Derrick Milnes noted that a written update had been provided by CNSRP. As a presentation from the CNSRP programme manager was on agenda he proposed not to go into detail at the meeting but encouraged members to read the sub group minutes for a full update.

Derrick also noted that the Chamber of Commerce continues to be kept busy and had recently exhibited at All Energy in Aberdeen. He stated that the Chamber representatives were unable to attend this meeting due to a Meet the Buyers Event with SSE which was being held.

ENDORSED on 25<sup>th</sup> September 2013

John Deighan stated that on behalf of members he wished to raise the issue of local employment. The local papers had recently announced a stream of lost jobs – Icetech, paper shops, shoe shoes, Caithness Stone, MTDS. He called for members to make sure that every opportunity is taken to retain the people in the area and retain them with transferable skills. While there are indications that jobs are coming John asked the community and people responsible for training to get these people back into jobs as soon as possible. As he had personally experienced being unemployed was not a great experience.

Eann Sinclair responded that while it was disappointing to see a run of businesses going into administration action had been taken quickly with the PACE initiative being activated along with support from CNSRP, public agencies and the Chamber of Commerce with some individuals gaining new employment. With Icetech, as an example, the initiative was taking them through the process which John had described to move them back into employment. Work is ongoing, but it was happening now and will continue to happen over the next few weeks.

Cllr Alex MacLeod stated that these initiatives were valuable and that John Deighan's points had been well made. Adding to the PACE initiative Drew Hendry, leader of the Highland Council, had recently announced town centre initiatives which will be followed through. He concluded by saying that we did not want a lost generation.

There being no further issues raised Derrick Milnes thanked everyone for their contribution and handed back over to Bob Earnshaw.

For completeness actions raised at the Socio Economic sub group as recorded here:

**Action: DSG(2013)M002/A014: All members to provide comment to June Love on "The Supply Chain and Dounreay – Socio economic considerations" by Friday 19<sup>th</sup> April 2013.**

**Action: DSG(2013)M002/A015: All members to provide June Love with comments on the Socio Economic Annual Report 2012/13 by Friday 26<sup>th</sup> April 2013.**

**Action: DSG(2013)M002/A016: All members to provide June Love with comments on the Socio Economic Plan 2013-2016 by Friday 26<sup>th</sup> April 2013.**

## **9. CNSRP / IMEDC PRESENTATIONS**

Bob Earnshaw noted that the business meeting had felt it was the right time to get an update from CNSRP and handed over to Eann Sinclair to provide a presentation.

Eann Sinclair provided the CNSRP presentation – see DSG(2013)C033.

Cllr George Farlow asked what the partnership was doing to support North Sutherland. Eann Sinclair responded that some of the business start-ups outlined in his presentation were based in North Sutherland. George Farlow suggested that CNSRP should provide an update to all community councils based in North Sutherland.

Roy Kirk responded that he understood the point that Cllr Farlow was making. Roy described the STEM initiative which included Farr as well as the High Schools based in Caithness. There was also some work ongoing in Helmsdale, Strathy, etc.

Eann Sinclair added that over the last five years, whether it be bed & breakfast establishments or skills, the CNSRP has brought together a group of local representatives/businesses to look at how it affects the Caithness & North Sutherland area. For example in 2008/09 CNSRP brought together a small group of businesses and Citizen's on-line to discuss digital connectivity, and identified solutions that were fed into HIE and helped formulate the early discussions that led to the current £146M Superfast Broadband programme.

Cllr Alex MacLeod said that this was the second time he had seen this presentation and the key messages were apt – The Right Time, The Right People, The Right Place. He felt there was a momentum gathering between the partners and given the 5-6 years of secure employment at Dounreay the future lifespan of the CNSRP was essential for the future economic wellbeing of the area.

Eann Sinclair responded that the Highland Council had taken a report at the May Council meeting and one of the recommendations made was to consider the future of CNSRP beyond 2014. The topic was covered at both the CNSRP Advisory Board and Executive Board and this will be taken forward over the summer.

Nigel Lowe, NDA Head of Programme re-iterated that this had been discussed at the CNSRP Executive Board and all were in favour in finding the mechanics to secure the future of the CNSRP going forward.

Tor Justad noted that the renewables industry had a lot to offer and that the Pentland Firth was the best source in the whole of Europe. John Green added that Meygen were currently developing tidal with plans to have six devices in the water by 2014/15.

Eann Sinclair then handed over to Roy Kirk, HIE Area Manager for Caithness and Sutherland to conclude the presentation.

Roy Kirk reported that added to the work that CNSRP were currently undertaking they were also taking the opportunity to look at the future to make sure Caithness & North Sutherland can be better known for what it has already got. Work was underway to ensure the skill set in the area was well understood particularly for the marine energy industry but also including oil & gas and other things relating to off-shore work, tourism and the like. Wick Harbour was a prime location to grow 100s of jobs and there was a possibility of capturing some of the back office services which would be required for the emerging nuclear industry.

To ensure that business was aware of Caithness and what it has to offer a group of people were working to develop the concept of an International Marine Energy Delivery Campus (IMED). As with Orkney which is now synonymous with EMEC it was hoped that Caithness would be instantly recognised for IMED. The concept at present was in its early stages but was looking to develop a centre of excellence in and around Thurso with facilities and research already established. This clustering is a well known opportunity with Companies working together to take advantage of the emerging industries.

Meygen were currently talking about ambitious developments which when put into context was roughly the same scale as Dounreay and current proposals showed that this would start up prior to Dounreay being closed. Roy noted that John Green had indicated, subject to consent, Meygen were establishing themselves and their supply chain was setting up in the county. In terms of jobs, opportunities would be coming within the next 5-6 months.

Scottish Power Renewables were working with Hammerfest and would initially deploy a renewable device in the Isle of Islay with another 96 devices proposed for Duncansby Head.

Several companies have also indicated a willingness to use ports such as Scrabster, Gills and Wick and there were real opportunities emerging.

The development of the campus concept was being driven by CNSRP partners as well as industry and would take advantage of the skilled labour, the facilities that will be here in the next 2-3 years along with research and knowledge jobs. The Centre for Environment and Energy (CfEE) already offer high value jobs which attract people from all over the world. The starting point is the small amount of demonstration devices being deployed in the water sometime during 2014. Around 2016/17 these companies should be deploying commercial devices which are estimated to be 80-90 per annum and that is just one company. The IMED concept would provide the facilities to ensure that Caithness is well placed to carry out factory testing, installation, deployment as well as operations and maintenance for 10-15 years.

Coupled to IMED, consideration is also being given to a potential skills academy similar to the Nigg example. The Pentland Firth Skills Academy could take up some of the slack that employers can't currently fulfil and this would help to stimulate the local supply chain and provide a pipeline of trained people for future employment.

The ultimate goal is to ensure IMED becomes a brand that will deliver a story that Caithness & North Sutherland is open for business and will be a world first for renewable energy.

Jim Sutherland, member of the public, asked whether Transport Scotland and National Grid were involved in discussions. Eann Sinclair responded that Scottish Government (a member of CNSRP) linked with Transport Scotland at senior management level. While not a key partner they were actively involved with enabling projects. On the grid side the Director of Transmission from National Grid had visited the area and he was introduced to Meygen as well as visiting Subsea 7 and the North Highland College. National Grid understand the pressures that areas like ours have in terms of transmission connections, and significant work is already underway. We also have several large connection applications that will trigger further Grid enhancements in our area over the coming months and years.

#### **10. QUESTIONS FROM MEMBERS OF THE PUBLIC**

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

Roger Stewart read out a statement with questions as follows:



ENDORSED on 25<sup>th</sup> September 2013

I wish to be allowed time to comment on what I perceive is the effect of the decommissioning and run down of work at Dounreay on the local community in Caithness and North Sutherland. This is taken from my perspective as a local stakeholder who moved to Caithness with my family in 1978 over 35 years ago.

Sadly during the last few years I have spent much of my time further south due to being a primary carer for one of my sons. I have to say that on each return visit to my home in Thurso I see a community in decay. Just recently three major local businesses have closed in Thurso, the debacle of Tesco's land grab continues in the town, also problems with the local schools getting suitably qualified teachers to work in Caithness. Nearby Bower a major industrial employer with superb engineering facilities appears to have closed. Local youth groups such as scouts have seen a dramatic reduction in numbers. In addition the management at Dounreay appears to be letting skilled local technical engineers leave the site with handsome redundancy packages, and who is to be blame for them for leaving Caithness with their families for the prospect of secure and varied employment.

In spite of the obvious benefits of Scrabster Harbour development, the research into so called green energy in the Pentland Firth local business closures continues.

When I last made some comments here at a stakeholders group sometime ago I mentioned the pride that the community should have in the past achievements at Dounreay which was the world's first commercial fast reactor, with the plant achieving its research goals. By acknowledging this pride in Caithness could build on this success to attract new businesses to the area. Dounreay achieved its success briefly as follows:

- A proven commercial mixed oxide fuel design capable of more than 20% burn up.
- Significant periods of high load factor power generation.
- Demonstration of the inherent safety features of pool type fast reactors. Closing the fuel cycle through the successful reprocessing of the irradiated fuel and breeder elements.

- 

The longer time passes the more amazed I am of this success considering the designs were in place by late 1960s over 50 years ago, and I still don't see this properly recognised in Caithness (Caithness Horizons). Clearly the successful decommissioning of Dounreay is equally as important for the future of worldwide safe, economic deployment of fast reactors.

The success of Dounreay is further emphasised with the continuing world wide interest of fast reactors, in Japan, Russia, India, Korea and nearer home. France intends to construct a 600 MW Fast Reactor (Astrid) starting in 2020.

My questions to the Dounreay Site are:

1. What plans have they in place to assist Caithness in the development of a viable economic long term future for the area during the rundown and completion of decommissioning of Dounreay, and in particular to develop the employment skills for young people of all education abilities?

2. Have the management of the facility shown their commitment to the area by moving themselves and their families to Caithness/N Sutherland? This was a commitment shown by many employees of Dounreay and their subcontractors when the facilities were operational, effectively these families became part of the community.
3. Are plans in place to recognise the year 2014 represents 20 years since PFR shutdown? This could be an opportunity to formally recognise the success of Dounreay in laying the foundations of the successful utilisation of the fast reactor (cheap) energy resource worldwide? Have the site received any of the ideas that I and others have suggested to mark this occasion.
4. Have the site ever considered making contact with ex engineers and scientists who previously worked on the site and have much information and knowledge to share to assist in the successful site decommissioning and also present some ideas on how work could be attracted to Dounreay site (many of these are retired, but some are still taking a keen interest on nuclear matters).
5. Are the site keeping abreast of the fast reactor progress worldwide and the progress made by such organisations as WANO (world association of nuclear operations) and the Gen 2 international programme for future reactor development/research on which the sodium cooled fast reactor plays a predominant part?

I am not expecting answers to all these questions tonight but I hope that I can receive a reply say within the next week. I am more than willing to sit down with anyone to explore what might be achieved with some co-ordinated effort and support.

Bob Earnshaw suggested that it would be unfair to ask for answers to the questions posed and suggested that an action be placed on DSRL to respond to Roger's questions within a week.

**Action: DSG(2013)M002/A017: DSRL to respond to Roger Stewart's questions within one working week.**

Louise Smith, Member of the public, stated she found it very interesting to hear what Eann Sinclair and Roy Kirk had reported. She had just come back from the Chamber's Meet the Buyer Event with SSE meeting at Wick. She had started up in business just under 3 years ago and agreed with Roger Stewart's comments about exploiting the niche markets. She believed it was possible to identify a niche opportunity and build something around it. She went on to say that there had been a lot of work carried out to date and consideration should be given to niche areas and then build upon them. While there are opportunities for operations and maintenance there are also niche areas that are required by developers and these will need people with specific expertise and these are already in existence when they come out of Dounreay.

It was agreed that Louise Smith and Roy Kirk would discuss this further outside the meeting.

## 11. ANY OTHER BUSINESS

Before opening up to members, Bob Earnshaw reported the following:

- In April, Bob Earnshaw and Anne Chard met with David Batters, Chief Financial Officer, NDA and took the opportunity to raise the issue of outline planning for the national nuclear archives and a very early discussion on whether DSRL could trade outside the Dounreay site if it was done at the right time. The NDA confirmed they felt that the PBO was generally doing well.
- The Scottish Government's Scottish Sites meeting was held in April. There were general updates from all Scottish sites as well as presentations from Dounreay and the Submarine Dismantling Project.
- June Love attended the Scottish Government's higher activity waste implementation project board in April. This is to consider how to implement the Scottish Government's policy on higher activity waste.
- The NDA Site Stakeholder Group Chair's Forum was held in London in early May. Update. Several chair's expressed concern at their increased workload due to Magnox competition. Concern was also raised at the future of SSGs in relation to sites going into care and maintenance and while most felt there was a continuing need it would be primarily around socio economic matters. All chair's were urged to respond to the consultation on radioactive substances/waste. Some SSGs were frustrated at the lack of engagement with adjacent EdF sites. Sellafield chair provided an update on the local authorities policy in West Cumbria in relation to acceptance of non-contractual waste and its need to have community benefit attached to any agreement.
- Following the Chair's forum SSG Chairs met with John Clarke, NDA Chief Executive who described the recent decision by Cumbria County Council re deep geological disposal. He also explained that it was the aim of the NDA that 20% of its spend would go to SMEs. Priorities for 2013 were improvement performance at Sellafield, Magnox competition, monitoring of DSRL contract and LLW, Plutonium management and the spending round before next general election. A presentation was also provided by Adam Dawson (transferred from DECC) to take forward the next stage of deep geological process in light of the earlier decision by Cumbria. This included the future programme and the lessons to be learnt from the failures of the past. Certain headline themes were mentioned which required improvement. A robust debate on the subject followed.
- In addition, the UK Government had published a consultation on the review of a site selection process for the geological disposal facility. A DSG response had been submitted.
- The Business meeting would be shortly reviewing attendance at the various meetings that DSG is involved with and will look to re-allocate representatives at these.

Before closing, Sergeant George Smart, Ministry of Defence police asked to say a few words. He apologised for not being available to attend at the start of the meeting and wanted to clarify the position regarding MoD police patrolling the local community around Vulcan. He stated that PC Slack was here at the request of Commander Ken Dyke and that there had been an obvious breakdown in communications. The MoD Police was currently looking to support the Vulcan site by external armed patrols. PC Slack's role was to raise awareness to the local community on behalf of the Vulcan site. As for the

ENDORSED on 25<sup>th</sup> September 2013

incident regarding Deirdre Henderson's nephew this would be investigated fully and dealt with appropriately.

Ronnie Johnstone asked when Vulcan site or the MoD police were going to tell DSG about this. Had it not been brought up by one of DSG's members it was unlikely it would have been mentioned at the meeting.

Bob Earnshaw thanked Sergeant Smart for clarifying this matter. He noted that there was an action placed on Vulcan to respond to DSG urgently with the facts surrounding this matter.

There being no further business Bob Earnshaw thanked everyone for attending and formally closed the meeting.

**Bob Earnshaw**  
DSG Acting Chair  
16<sup>th</sup> June 2013

ENDORSED on 25<sup>th</sup> September 2013

**ACTIONS ARISING FROM THIS MEETING**

DSG(2013)M002/A001: Lt Cdr Rory Stewart to provide a clear and concise statement of the situation regarding MoD police in relation to patrolling outside the Vulcan site.

DSG(2013)M002/A002: Secretary to put skills update on the next socio economic sub group agenda.

DSG(2013)M002/A003: Secretary to request a presentation on the progress of CNSRP for the June mkian013)M002/A002: Secretary to put skills update DSG(2013)M002/A0024 Secretary to ran

ENDORSED on 25<sup>th</sup> September 2013

Action: DSG(2013)M002/A016: All members to provide June Love with comments on the Socio Economic Plan 2013-2016 by Friday 26<sup>th</sup> April 2013.

DSG(2013)M002/A017: DSRL to respond to Roger Stewart's questions within one working week.

#### **ACTIONS CONTINUING FROM PREVIOUS MEETINGS**

**DSG(2013)M001/A007:** Secretary to request NDA's strategy and timeline for the next step for the GDF location. **Action ongoing:** UK Government launched (on 13<sup>th</sup> May) a consultation on the Siting Process for a Geological Disposal Facility. Consultation closes on 10<sup>th</sup> June 2013. Following close of consultation a new timeline will be developed.

**DSG(2013)M001/A012:** Request to Vulcan for site visit and a presentation at main DSG meeting. **Action ongoing** – presentation on future of Vulcan provided at December 2012 meeting. A familiarisation visit of the Vulcan site will be requested following AGM in March 2013.

**DSG(2013)M001/A029:** Secretary to invite John Henderson, CNSF to attend next Socio Economic sub group meeting to update the group on the funding support provided from the Fund. **Action ongoing** – John Henderson will attend July 2013 meeting.

**DSG(2013)M001/A036:** June Love to send DSG document on socio economic elements within contracts to Simon Tucker once finalised.

#### **ACTIONS COMPLETED SINCE LAST MEETING**

DSG(2012)M002/A018: Anna MacConnell, NDA to continue to keep DSG updated on progress of national nuclear archives. **Action complete** – *a meeting with the project manager took place on 25<sup>th</sup> March 2013.*

DSG(2012)M002/A029: Nigel Lowe to discuss socio economic elements in contract (in relation to National Nuclear Archives) with project team. **Action complete** – was discussed with Simon Tucker on 25<sup>th</sup> March 2013.

DSG(2012)M002/A031 – DSRL and HIE to discuss requirement for trades and skilled people. **Action complete** – meeting took place on Friday 11<sup>th</sup> January 2013. Further discussions with HIE/DSRL will take place.

DSG(2012)M004/A003: Secretary to write to Ken Dyke to agree a date to meet to discuss DSG Review after 3<sup>rd</sup> December and before 12<sup>th</sup> December. **Action complete** – emailed on 16<sup>th</sup> November.

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

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. **Action complete** - was discussed with Simon Tucker on 25<sup>th</sup> March 2013.

ENDORSED on 25<sup>th</sup> September 2013

DSG (2012)M004/A006: Anna MacConnell, NDA to arrange to invite the NNA Project Manager to a DSG meeting. **Action complete:** meeting arranged for 20<sup>th</sup> February 2013.

DSG (2012)M004/A008: Eann Sinclair to ask HIE what progress is being made with Fusion projects. **Action complete:** HIE has made contact with the new person at Culham who is involved with Fusion now. In terms of the IFMIF concept no progress has been made and is unlikely however there is still a potential long-term UK interest in Fusion and HIE are continuing to keep in touch with Fusion with regards these potential opportunities.

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

DSG (2012)M004/A011: Secretary to speak to DSRL to see how consistent figures can be used between performance report and swipe-in system. **Action complete:** The performance report records the numbers of employees (and contractors with gate held passes) while the site access data records those people who swipe in on a daily basis. On any given day there is a number of staff that do not enter the site for various reasons, ie shift workers, those on maternity leave, the low level waste project team, Dounreay.com personnel. An example in December there was 266 people (for the reasons detailed above) who did not enter the site.

DSG(2012)M004/A013: Secretary to put SCCORS discussion on business meeting for discussion with regards inviting George Hunter to a future DSG meeting. **Action complete – on agenda for 8<sup>th</sup> February 2013.**

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. **Action complete:** report on NAO website:  
[http://www.nao.org.uk/publications/1213/sellafield\\_risk\\_reduction.aspx](http://www.nao.org.uk/publications/1213/sellafield_risk_reduction.aspx)

DSG(2012)M004/A015: Dyan Foss to provide DSG with information on size of vaults at the new low level waste facility. **Action complete** – diagrams with dimensions provided at Site Restoration sub group on 16<sup>th</sup> January 2013.

DSG(2012)M004/A015a: DSRL to discuss procurement topics with representatives of the Chamber of Commerce and the Caithness Contractors Consortium. **Action complete** – meeting held on 23<sup>rd</sup> January 2013.

DSG(2012)M004/A016: Secretary to put socio economic impact (with regards contracts) on next Socio Economic sub group agenda. **Action complete** – agenda item on sub groups held on 17<sup>th</sup> April 2013.

DSG(2013)M001/A001: June Love to circulate actions relating to the National Nuclear Archives when confirming venue for meeting to be held on 20<sup>th</sup> February. **Action complete** – circulated on 11<sup>th</sup> February 2013.

DSG(2013)M001/A002: June Love to write to Anna MacConnell enquiring if she had received an update on progress from Transport Scotland on Berriedale Braes. **Action complete.**

DSG (2013)M001/A003: Secretary to update AGM paperwork and distribute to member at the end of February 2013. **Action complete.**

DSG (2013)M001/A004: Secretary to request a presentation by DSRL on consolidated plan. **Action complete.**

DSG(2013)M001/A005: Secretary to update agenda to include presentation by DSRL on consolidated plan. **Action complete.**

DSG(2013)M001/A006: DSG Business meeting members to provide secretary with comments on DSG review paper. **Action complete.**

DSG(2013)M001/A008: DSG to advertise (via website and cascade through memberships etc) vacancies for members of the public to join DSG but focussing on those who have a background in health, safety, environment, waste and contractual matters. **Action complete.**

**DSG(2013)M001/A009:** Identify project related work to get young people (school students) involved. **Action complete:** an update on skills will be provided at next socio economic sub group meeting.

DSG(2013)M001/A010: NDA, Site and Regulator's reports should be provided to DSG 10 working days before sub group meetings. **Action complete** – see DSG(2013)C014.

DSG(2013)M001/A011: The Site End State to become a standing agenda item for site restoration sub group. **Action complete** – now a standing item on the agenda for site restoration.

DSG(2013)M001/A013: Scottish Gov to be asked to set meeting dates on a yearly basis and ensure paperwork is provided to SSG's 12 working days before meetings take place. **Action complete** – see DSG(2013)C015.

DSG(2013)M001/A014: Chairman to write to DSRL and Vulcan requesting detailed reports on the outcome of emergency planning exercises. **Action complete** – see DSG(2013)C016.

DSG(2013)M001/A015: DSG Secretary to work with DSRL to identify a rolling programme of activities. **Action complete** – a rolling list of topics in forward diary.

**DSG(2013)M001/A016:** To revise Terms of Reference to ensure that socio economics at Vulcan is included. **Action superseded:** This will be considered at the appropriate time following options review of the future of the Vulcan site.

DSG(2013)M001/A017: To focus on the Dounreay Socio Economic Plan to hold NDA/Dounreay account on deliverables but not precluding the wider regeneration programme. **Action complete** – DSG socio economic sub group agenda reflects this.

DSG(2013)M001/A018: To ensure CNSRP programme manager continues to provide an over-arching document which demonstrates NDA/Dounreay deliverables fits into



ENDORSED on 25<sup>th</sup> September 2013

overall CNSRP programme. **Action complete** – CNSRP programme manager progress report will continue.

DSG(2013)M001/A019: To put a standing agenda item for large contracts on both site restoration and socio economic sub group meetings. **Action complete:** Procurement topics on both sub group agenda for April 2013.

DSG(2013)M001/A020: To provide a guidance note of the roles and responsibilities of members representing DSG on various meetings **Action complete** – roles and responsibilities are outlined in Terms of Reference.

DSG(2013)M001/A021: Chair/Vice chair to carry out inductions for new members. **Action complete** – paperwork pack of info available for new members – this will happen as a matter of course for new members.

DSG(2013)M001/A022: Communications to become a standing agenda item on DSG business meeting. **Action complete** – now standing agenda item for business meeting.

DSG(2013)M001/A023: DSRL to provide a timeline for the engineering studies associated with the low level waste concrete cracking. **Action complete:** The independent report is now complete. In addition, the project team have also completed an internal study. The NDA have agreed the independent assessor who will undertake a further independent check and this has started (wb 11<sup>th</sup> February). The NDA report is due to report at the end of the month. Ongoing discussions continue with SEPA.

DSG(2013)M001/A024: DSRL to provide information to DSG (and Buldoo residents) of the positioning of the 3<sup>rd</sup> vault once it had been discussed in detail with NDA and regulators. **Action complete** – see DSG(2013)C013.

DSG(2013)M001/A025: DSRL to provide information to DSG on the consolidated plan. **Action complete** – presentation to be provided at March DSG meeting.

DSG(2013)M001/A026: All members to provide comment on NDA's draft business plan to the DSG secretariat. **Action complete** - DSG(2013)C006 refers.

DSG(2013)M001/A027: Secretary to forward Dounreay Community Funding rules to Tom Curry, DRS. **Action complete:** information was sent to Tom Curry on 10<sup>th</sup> February 2013.

**DSG(2013)M001/A028:** Eann Sinclair to provide a Highland Council contact (related to the new builds in Wick) with Direct Rail Services. **Action complete:** information sent to DRS on 10<sup>th</sup> April 2013.

DSG(2013)M001/A030: Secretary to co-ordinate a suitable date for a workshop with DSG members (and other relevant stakeholders) to provide input for the new Socio Economic plan. **Action complete** – invitation sent on 10<sup>th</sup> February for a workshop on the 1<sup>st</sup> March 2013.

DSG(2013)M001/A031: Caithness Chamber of Commerce to ensure that British airways update website for Wick airport to Wick/John O'Groats airport. **Action complete** – BA website now lists Wick/John O'Groats airport.

ENDORSED on 25<sup>th</sup> September 2013

DSG(2013)M001/A032: June Love to circulate information on Highland Council Charettes to DSG members. **Action complete.**

DSG(2013)M001/A033: All members to consider NDA's business plan and provide comments to the secretary for collation into a response by DSG. **Action complete** - DSG(2013)C006 refers.

DSG(2013)M001/A034: Simon Tucker to send June Love a copy of the Information and Knowledge Management Strategy when published. **Action complete** – information circulated to DSG members on 11<sup>th</sup> April 2013.

DSG(2013)M001/A035: Simon Tucker to ask David Atkinson to visit Caithness as soon as possible. **Action complete:** Anna MacConnell, NDA Socio Economic and Stakeholder Engagement Manager will continue to be the local link with the National Nuclear Archives project team.