

DOUNREAY STAKEHOLDER GROUP

Minutes of the meeting held on Wednesday 11th December 2013 in the Pentland Hotel, Thurso.

Present:	David Flear	DSG Chairman
	Anne Chard	DSG Vice-chair
	Bob Earnshaw	Thurso Community Council
	Alastair MacDonald	DSG Honorary member
	John Deighan	Dounreay Unions
	Eann Sinclair	Caithness & NS Regeneration Partnership
	Roy Kirk	Highlands and Islands Enterprise
	Trudy Morris	Caithness Chamber of Commerce
	Murray Lamont	North Highland Tourism
	Cllr Roger Saxon	Highland Council
	Cllr Willie Mackay	Highland Council
	Cllr George Farlow	Highland Council
	Mike Flavell	Health Service
	Deirdre Henderson	Buldoe Residents Group
	Derrick Milnes	Wick and Thurso Trade Union Council
	Tor Justad	Member
	Roy Blackburn	Member
In addition:	Mark Rouse	Managing Director, Dounreay
	Nigel Lowe	NDA
	Stewart Ballantine	SEPA
	Cdr Ken Dyke	MOD, Vulcan
	Peter Watson	ONR (Dounreay)
	Andy Brotherston	CNC
	David Cowie	Highland Council Planning
	June Love	DSG Secretariat, DSRL

MINUTES

1. WELCOME AND INTRODUCTIONS

David Flear welcomed everyone to the meeting. He explained that, due to the potential adverse weather, it had been decided not to proceed with a presentation on fuels for this meeting. This presentation would be put on the agenda for March.

2. APOLOGIES

Apologies were received from:

- David Broughton DSG Member
- Maurice Davidson Orkney Islands Council
- Alan Scott Caithness Contractors Consortium
- Iain Leslie SGRIP
- Jean Lipa Association of Caithness Community Councils
- Gordon Jenkins North Highland College

Endorsed on 12th March 2014

- Sandy Mackie Scrabster Harbour Trust
- Ian Miller DNSR (Vulcan)
- Jim Williams ONR (Vulcan)
- Roger Wilson SEPA (Stewart Ballantine deputising)
- David Mudie HC, Planning (David Cowie deputising).
- Martin MacDonald Scottish Government

3. MINUTES OF LAST MEETING

David Flear noted that the minutes of the last meeting held in September had been circulated in advance – DSG(2013)M003 refers.

Tor Justad noted a minor correction on page 3. The minutes were changed to read “A security exercise took place week commencing 16th September.”

With the above amendment the minutes were accepted as a true reflection of the meeting. This was proposed by Derrick Milnes and seconded by Anne Chard.

David Flear invited members to raise any issues from the minutes.

Tor Justad noted that there had been discussion on fuels transport. He asked if there had been any update to the investigation carried out on the derailment at Barrow. Nigel Lowe, NDA Head of Programmes responded that an interim investigation had been completed and that the final report was still being finalised.

4. STATUS OF ACTIONS

David Flear noted that members had received an update on the status of actions. He noted the following:

- **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 ongoing: Stewart Ballantine stated the report was now expected to be published by the end of the calendar year.
- **DSG(2013)M002/A020:** Anna MacConnell to share NNA Project Communications Plan with DSG once it is ready and approved. Action ongoing: This continued to be worked up and would be made available when final.
- **DSG(2013)M003/A002:** Nigel Lowe, NDA to provide DSG with information on the derailment at Barrow once report is finalised. **Action ongoing:** Nigel Lowe reported that an interim investigation had been completed and the final report was still awaited.
- **DSG(2013)M003/A003:** June Love to request information on all NDA’s contribution to socio economics for Caithness and North Sutherland. In addition to ask for a list of funding provided across the NDA estate. **Action ongoing:** information requested.

David Flear stated he did not intend to go through the sub group actions at this time unless anyone wished to specifically raise anything. No questions were raised.

5. **VULCAN UPDATE**

David Flear noted that the Vulcan update is reported regularly through the site restoration sub group meeting. At that meeting written updates were received from

- Rolls Royce – DSG(2013)P019
- DNSR report – DSG(2013)P020

In addition ONR had just published the July to September report. This had not been circulated to members for this meeting but would be brought forward for the next sub group meeting for discussion.

David Flear stated that a number of members had visited the Vulcan site on the 13th November and had found it very useful. Vulcan had provided an update at the sub group meeting. Of note:

- Operations continue on programme
- Work was continued to look at flask handling and fuel movement capability.

Rolls Royce had provided a written update for this meeting – DSG(2013)P026 refers. Of note:

- Focus continues on delivering the current PWR2 reactor operations and support programmes at Vulcan and are also supporting the new Astute Class build programme.
- No injuries had been sustained since the last meeting.
- Continuing to see an increase in additional contract work on specific work.
- Well advanced on the design, development and manufacture of the new generation PWR3 reactor cores and plant for the UK's fleet.

David Flear noted that Rolls Royce seemed to be keeping busy and it was good to see continued development of their business planning for the future prospects for the Caithness workforce.

David Flear invited Commander Ken Dyke to provide a verbal update. Ken Dyke reported:

- Vulcan continued to operate as per programme.
- In the New Year planning would commence for the emergency exercise planned for the summer and also for a security exercise in September.

Stewart Ballantine (SEPA) reported that a joint inspection had been undertaken with DNSR. No issues were identified.

Tor Justad noted Vulcan's future plans for movements of materials from the site around 2016 and asked when further information would be available about timescales, quantity of movements and transport arrangements. Ken Dyke responded that there was a

Endorsed on 12th March 2014

requirement for new build on the site to ensure the capability of fuel movements and noted that it would be about 3 years before the site was in a position to move fuel. He added that it was too far in advance to identify detailed plans and believed that more information would be available in 2015 but information would be restricted due to security reasons. Tor Justad asked whether the fuel would be transported to Sellafield. Ken Dyke responded that this was correct.

5. UPDATE FROM BUSINESS MEETING

David Flear stated that the business meeting had met on 4th December – DSG/BM(2013)M004 refers. Of note:

- Dates for DSG meetings had now been confirmed for 2014/15 and these had been issued to members.

David Flear added that this was a timely reminder to members to ensure that members had an agreed nominated deputy to allow continuity at meetings.

- The Highland Council's Dounreay Planning Framework 2 and NDA's draft business plan had been published for consultation. These documents had been circulated to all members and the business meeting would meet early in the New Year to agree responses to both these documents.

David Cowie, Highland Council Planning, noted that he had attended a DSG meeting about a year ago to present the Dounreay Planning Framework 2 (DPF2) document and publication had been somewhat delayed. During this time Highland Council had updated planning requirements and planning considerations.

The DPF2 was now out for consultation and would close on the 16th January 2014. He stated that if members wished to clarify anything before submission of a response he would be happy to respond to any questions. He noted that the document was published on the HC's website and was also available in hard copy in HC Service Points, Libraries and Dounreay.com. Consultation questions were set out in the document with the ability to include further response if required. All responses will be considered fully. The purpose of the document was to guide HC on planning applications and submissions for the Dounreay site. David Cowie added that this was an important document and plays an important role of what is anticipated for the next phase of the decommissioning of the site including new builds and demolitions.

David Flear asked Nigel Lowe whether he wished to add anything regarding the NDA's draft business plan. Nigel Lowe responded that the plan had now been published in draft and has a particular section on Dounreay detailing activities for 2014-16. He added that the NDA welcomed any comments on this document.

For completeness the actions from the Business meeting are included:

DSG(2013)M004/A001: June Love to circulate proposed dates for 2014-15 to Business meeting for approval.

DSG(2013)M004/A002: June Love to respond to DSG member re the use of videoconferencing.

DSG(2013)M004/A003: June Love to organise Business meeting for early January 2014 to discuss the drafting of responses for both Dounreay Planning Framework and NDA's business plan.

6. UPDATE FROM SITE RESTORATION SUB GROUP MEETING

Bob Earnshaw noted that the site restoration sub group had met on the evening of the 13th November – DSG/SRSG(2013)M004 refers. Bob stated that as David Flear had mentioned some members had visited Vulcan for a familiarisation trip had been very useful. He thanked Ken Dyke for organising this visit. From the minutes, Bob noted the following:

NDA update

- A discussion had taken place on the topic of NDA surplus land. Nigel Lowe had taken an action to get some clarification and this would be further discussed at the sub group. It had been recognised that there was not a great deal of surplus land around the site so the majority of discussion had been around the Viewfirth site and further details would be available through the socio economic sub group.
- NDA were currently considering the performance based incentives for the site for next year and these would be made available when finalised.
- On a national level, the NDA had extended the Sellafield contract to NMP for a further five years and the Magnox competition was continuing.

On the subject of the Magnox competition, Bob Earnshaw reported the NDA had asked DSG to continue involvement in respect to lessons learnt from the Dounreay competition. David Flear, Derrick Milnes and Bob Earnshaw had met with Graham Rankine to discuss this and had indicated a willingness to provide support as required.

Bob Earnshaw invited Nigel Lowe to provide a verbal update.

Nigel Lowe responded, that on the subject of PBIs, he was more than happy to share an overview of them when finalised. He added that the topics for these PBIs had been agreed in principle and the detail was now being worked up. He noted that the PBIs for Dounreay were based on driving behaviours and were defined differently from those for other NDA sites.

On the subject of NDA surplus land, Nigel Lowe reported that Highland Highlife was working with a number of sport groups looking at the possibility of a Sports hub based at the Viewfirth site. The questions raised at the site restoration sub group regarding the land had been passed on to the relevant person and a response would be available shortly. He also noted that there would be some private discussions with existing tenants.

Dounreay update

Bob Earnshaw noted that DSRL had provided a written report for the sub group meeting – DSG(2013)P025 refers. Of note, from the written report:

- The last five milestones for the calendar year had all been achieved.

Endorsed on 12th March 2014

- The parent body organisation had been renamed Cavendish Dounreay Partnership.
- An explanation of the performance and cost schedule had been provided.
- There was a lot of discussion around various projects on the site as well as around the RSA authorisations.
- At the next sub group meeting a briefing on the particles clean-up programme would be provided to ensure new members were informed on this subject.
- An update of the development for the clean up criteria required for the interim end state had been outlined and trials had commenced on the process of characterising the site. In addition to this the future landscape of the site was being considered – this work was being carried by the ERI.
- Options were being considered for the site's liquid effluent discharge system.

Bob Earnshaw invited Mark Rouse to provide a verbal update. Mark Rouse, Dounreay Managing Director reported the following:

- The investigation into the initiator for the 'Stop Work instruction' concluded that while ONR's expectations that Operating Instructions and Method Statements included specific compliance steps was not met, in general all facilities were compliant with DSRL management arrangements. ONR assessed the exclusion of safety management requirements from operating instructions as INES rating 1 and subsequently reported the event to Ministers, however this did not match DSRL's assessment and are working with ONR to understand this difference. The investigation noted a number of inconsistencies in the Site's management arrangements which are being rectified.
- On the fire fighting system investigation which had been discovered and identified during regular routine testing, was resolved quickly. There was no radiological hazard and personnel or site safety was not compromised. The lessons learned were now being addressed and the system in question had been replaced with stainless steel.
- The site had had a long run without a lost time accident. However, on the 10th December a member of the gritting team had broken his arm when the gritting vehicle reversed and hit him in the arm. Both the driver and the person injured had been shaken up and this was a good reminder that the site could not be complacent when it came to safety.
- On Thursday, last week, due to the high winds the decision was taken to close the site and personnel were sent home. The emergency centre had been opened and the emergency team took over co-ordination of the site. A silo tank had broken away from its secure straps and had ended up in a tenant's field causing damage to fences and a turnip field. Graham construction personnel informed the neighbour and the acting Managing Director and another senior member of staff had visited the neighbour the following day. Mark Rouse had visited on his return to site and had

Endorsed on 12th March 2014

discussed a range of issues relating to work on the vaults and firing range.

- DSRL successfully completed a surveillance audit on the ISO 9001, 14001 and OHSAS 18001 Standards. The audit was carried out by AFNOR UK.
- Work was ongoing to evaluate the current programme and spend against the Annual Site Funding Limit. Due to changes in the fuel strategy and the security enhancement program, more work had been added to the plan over the next several years. The site's assessment is looking at the overall strategy for delivering the programme, which may require a re-sequencing of work that can be delayed without impacting on the performance of other projects. A review is continuing to identify how best to accommodate the increased workscope that has developed in the last year and DSRL are working closely with the NDA to agree the way forward.

Nigel Lowe, NDA Head of Programme, added clarification to the site funding position. He stated that the Annual Site Funding Limit (ASFL) was an agreed amount of money that the site could spend. Since the award of the current contract a significant amount of additional work had been added into the contract while the ASFL had not been increased. It was always known that such work would be added and it was not included at the time of the competition since it was either insufficiently mature or public consultations had not been completed.

He emphasised three key points:

- Funding was not being cut - the ASFL and the guaranteed assured funding going out beyond 3 years remains as it was previously. Indeed, this financial year the NDA had provided an increase of £10M.
- The interim end state was not going to be impacted by the ongoing study. It remains as previously reported.
- The estimated completion cost should not materially change other than due to inflation for deferred scope

Nigel emphasised that this is a funding phasing issue and not a funding reduction issue.. The programme, at the moment, is predominantly front end loaded which meant the work was to be done as early as possible. A back end loaded programme (where the work is done as late as possible) would fall well within the current funding profile but would increase the overall risk since there would be no contingency left to deal with unforeseen circumstances. The correct answer lies somewhere between the two and that is what the study currently underway is assessing.

DSRL and NDA were working with the regulators on the options, implications and keeping staff informed.

Towards the end of January there would be a clearer idea of the various options and which was the right one to proceed with. This will then be taken through the NDA Board and the PBO Board recognising that, at that stage, some refinements may be necessary. Once this has gone through the internal due diligence Nigel Lowe indicated he would be happy to brief DSG at a future meeting.

Endorsed on 12th March 2014

Nigel Lowe added that this was normal on complex programmes which run over long timelines. Similar activities had been undertaken at other NDA sites over various periods. Indeed Dounreay had already gone through a similar exercise some 5-6 years ago.

Mark Rouse added that they would provide briefings to key stakeholders as soon as appropriate detail was worked through. He re-iterated that as Nigel Lowe had said DSG would be provided with a briefing at the appropriate time.

- At PFR work was progressing well with the Primary Cold Trap Loop decommissioning. The filter vessel, shielding and valve actuators have been successfully removed which allows the team to progress to the removal of the valve chest internals which has radiation, sodium and asbestos hazards.
- At DFR the 11th shipment of DFR out-of-reactor fuel to Sellafield had been completed. Good progress was being made for the unique marking of DFR breeder fuel and this allowed the segregation of different types of fuel.
- The strip-out of the DFR control room had started following months of preparation work. The DFR Incident Control Centre had been relocated and the strip out of asbestos cables had started. The main panels, instruments and control desk would be moved into temporary storage pending despatch to the National Science Museum.
- The Shaft & Silo project have re-routed one of the site's main drainage systems, and provided drainage for a new central control room to be used for both Shaft & Silo retrieval operations. The work was completed two weeks ahead of schedule on 25th October. This was one of the key project milestones.
- In D1251, the irradiated reactor arm had been removed. This was the final "active" component to be removed from the building and had enabled a significant milestone to be achieved.
- The cover building over the low active liquid effluent collection and disposal plant was now complete. The building is now watertight and the ventilation system is being tested off-site ready for installation.
- And finally, BNS personnel formally transferred to DSRL on 1st November. The transfer of JCL staff was ongoing.

Bob Earnshaw invited members to raise questions.

Roy Blackburn noted the report on spend and asked for an example of additional scope of work. Nigel Lowe responded that additional work had been carried out on security enhancements and exotic fuel strategy.

Roy Blackburn stated that in the NDA's briefing for December there was mention of a pilot report aiming to give stakeholders greater visibility on a number of major projects and programme that were strategically important for the clean-up mission. The first version included one project at Dounreay and Roy asked what that project was. Nigel

Endorsed on 12th March 2014

Lowe responded that the project in question was the new low level waste facility. The report showed this project as 'red' but emphasised that if the document was read in full it would show that this was good news. The Low Level Waste Vault Project was originally sanctioned under the old contract whereby a low level waste volume equivalent to six vaults was requested via planning permission and such permission was granted. Following the award of the new contract a different approach by CDP has reduced the anticipated volume. In addition, direct experience of constructing the first two vaults has been obtained. Therefore, in summary, the plans for the Low Level Waste vaults today (e.g. in terms of numbers required) have changed from that at the time the original sanction was approved. The report showing the project red is comparing with the original sanction and not the current plans. However, regardless of which comparison the project is forecast to come in beneath its sanctioned value unless, as is a risk with all major excavations, unforeseen issues arise.

Roy Blackburn asked if that meant that the project would come in beneath the sanction cost. Nigel Lowe responded that this was correct.

Deirdre Henderson stated she did not understand this as there was no way of knowing what the ground conditions were for the construction of further vaults. Nigel Lowe agreed to provide further clarification of the figures for the low level waste vaults.

Action: DSG(2013)M004/A004: Nigel Lowe, NDA Head of Programmes, to provide clarification of the costs for the new low level waste vaults.

Deirdre Henderson thanked Mark Rouse for taking the time to visit her home that afternoon regarding the damage from the silo tank. However, she had concerns on why this had happened and added that she would like to think that DSG would be provided with a report on how why the silos had been put in the particular position when installation was not expected until February, what strengths the straps securing the silos were, how did they break and why CNC did not see this.

David Flear agreed saying he would like to see a detailed report that would come back to DSG including information on whether this had been preventable and what damage it had caused. Mark Rouse responded that it was important to investigate this to ensure lessons are learnt and agreed to provide information on this when the investigation had been completed.

Action: DSG(2013)M004/A005: Mark Rouse, Dounreay Managing Director, to provide report on the silo incident to DSG.

Tor Justad noted the comment made by NDA that there had been a change in the strategy for Exotic fuel and wondered if this had any link to the article that had been in the Press and Journal (Monday 9th December). He asked whether a decision had been taken to transport the fuel by rail or sea and asked when the NDA would be in a position to inform the DSG and others.

David Flear noted that he had read the Press and Journal article and had found some anomalies in the reporting. He noted that DSG and other organisations had been engaged with the NDA on the subject of fuels for some 2 years and more and felt the best way forward was for the NDA to provide a briefing to Tor Justad so that he was aware of what had been done in earlier years. Nigel Lowe agreed to do this.

Endorsed on 12th March 2014

Action: DSG(2013)M004/A006: Nigel Lowe, NDA Head of Programme, to provide a comprehensive briefing on fuels strategy and the engagement process undertaken.

Tor Justad stated that he was aware of the engagement undertaken by the NDA and this related to discussions with Highland Council about ongoing engagement given that these fuel moves would continue for a number of years. He continued that, in the opinion of the group that he was a member of, consultation was never carried out by the NDA and this had been confirmed by a Councillor. David Flear responded that perhaps Highland Council should take this up with the NDA. Tor Justad noted that, the group he was involved in, would be following this up with Highland Council and already had held discussions with the NDA and DRS (Direct Rail Services).

Action: DSG(2013)M004/A007: Tor Justad to talk to The Highland Council about their consultation on fuel transport.

Nigel Lowe stated that at present no final decision on the transport route had been made. Any decision would need approval from the regulators and he anticipated that this decision would be made in 2014. There are only certain practical transport options and people could extrapolate these, however Nigel Lowe emphasised that no decision had been made and discussions were ongoing regarding the detailed proposals and security plans with regulators which take significant time to review to ensure all information is accurate. Tor Justad responded that it was surprising about the news in the Press and Journal. Nigel Lowe stated that work was continuing and having read the article thought it was information previously published on the fuels programme. Tor Justad asked whether there would be an opportunity for organisations to voice their views. Nigel Lowe responded that there will be stakeholder engagement activities put in place.

Councillor George Farlow noted that in relation to the engagement on the DFR breeder fuel there had been little objection for moving the fuel out of Caithness but queried what a change of transport mechanism would mean in terms of whether it impact the practicality of moving the fuel.. Nigel Lowe responded that he was not aware of any impact the method of transport would have on the practicality of moving the fuel.

George Farlow said that during the NDA's engagement there was specific community benefits identified in relation to Georgemas junction and other issues. There had also been specific suggestions given to DRS. Nigel Lowe responded that in addition to the economic benefit at Georgemas with the development of the siding and the installation of the crane, DRS were very eager to develop other commercial work for Georgemas. Tom Curry, DRS who had been looking at options and also identifying commercial freight had recently left DRS and his activities were currently being redistributed within DRS. Nigel Lowe agreed to ask DRS for an update. Tor Justad asked whether his suggestion of speaking to the Co-op had been taken on board. Nigel Lowe confirmed that this had.

Action: DSG(2013)M004/A008: Nigel Lowe, NDA Head of Programme, to request an update by DRS on Georgemas Junction.

Endorsed on 12th March 2014

Bob Earnshaw noted that before moving on to the SEPA update an update had been received by Scottish Government. This had been circulated to members and would be discussed at the next site restoration sub group meeting.

SEPA update

Bob Earnshaw noted that SEPA had provided a written report – DSG(2013)P024 refers. Within this report the following had been noted:

- That a variation to the authorisation had been granted for the new analytical labs.
- Work was ongoing on Article 37 and SEPA was now providing technical input to Scottish Government.
- SEPA were currently producing new guidance in relation to site end state.

Stewart Ballantine provided a verbal update. He noted the following:

- There had been 3 non-compliance issues at the site, one relating to a non-radiological release to the water environment, one relating to the timely reporting to SEPA of a potential release to the environment at PFR and one on the accuracy of reported discharges in respect of a minor discharge limit at DFR.
- Work on the article 37 submission was ongoing.
- In terms of low level waste facility the second draft of the operational management plan had been submitted and SEPA would feedback in the next few weeks to DSRL.

Deirdre Henderson asked whether thermal cracking had occurred in both vaults. Stewart Ballantine responded that he believed the cracking had been found in one, however the coating to rectify this had been undertaken in both vaults. He added that before any waste was emplaced in the vaults SEPA would carry out a full review of all the work.

ONR update

Bob Earnshaw reported that ONR had provided a written report to the sub group – DSG(2013)P020 refers. Copies of the first annual report and a guide to nuclear regulation had also been received and were thought to be very useful documents. At the sub group, ONR noted that

- They would be publishing an executive summary of intervention reports across the nuclear estate in the near future.
- Were following up on the actions taken for the recent stop/start work which was reported at the last meeting.
- Looking at DSRL's organisational capability under Licence Condition 36.

Before handing over to Peter Watson, Bob Earnshaw noted there had a good discussion on higher activity waste in relation to implementing Scottish Government's policy. This

Endorsed on 12th March 2014

had followed on from the presentation given at the September DSG. He invited Peter Watson to provide a verbal update.

Peter Watson reported the following:

- With regards the failure of the fire foam system, ONR was continuing to look at this in detail and would make sure appropriate action was taken across the site.
- ONR raised a concern about an aspect of the organisation's capability and subsequently one of ONR's inspectors had followed this up in October and questioned the decision to strengthen one of the directorates. ONR took the view that it had not thought all the potential implications through and asked the site not to implement the change until ONR had confirmed that they were satisfied to do so. ONR has powers to do this. This is still ongoing and will be reported in the next quarterly report. This was an example of what happens on site as regular interactions between the regulators and site management.
- As previously reported, ONR had been looking into the SQEP'ness (Suitably Qualified Experience Person) of an instrument mechanic. ONR had examined the evidence to ensure that person was competent. Site had now taken a positive response to improve SQEP demonstration.
- On the decision to stop operations, further inspection was carried out by ONR in November and progress was being made. The site's investigation report had been reviewed and found to be adequate. ONR were satisfied that the site has taken appropriate action and will achieve the planned improvements by February 2014.
- A caustic release had occurred at PFR. While the radiological impacts were negligible there were lessons across the site to learn from this. ONR were not impressed with what they found and initial findings showed route causes overlapped with concerns already expressed on organisational capability and control of work. A letter would be written to the site next week with ONR's concerns.

No questions were raised with ONR.

David Flear noted that since the last meeting he had attended a number of meetings outside of Caithness including the NDA National Event held in Colchester in October where there had been a site visit and a meeting with the other site stakeholder chairs. Following that he had attended the Scottish Government's Scottish Sites meeting and then more recently the Insootec stakeholder workshop in Berlin looking at the social versus technical aspects of waste projects. He added that DSG's involvement with European meetings had been valuable. The Insootec workshop had included people from technical and social backgrounds and he had found it very interesting.

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

DSG(2013)M004/A009: June Love to circulate information regarding stakeholder presentations relating to the GDF siting.

Endorsed on 12th March 2014

DSG(2013)M004/A010: Nigel Lowe to raise comments on surplus land to the NDA Property Manager in relation to lack of information on website, market land value, Caithness and Sutherland local development plan, boundaries of land, social justice and a comparison on what is happening on other sites (ie low level waste site near Drigg).

DSG(2013)M004/A011: June Love to put format of DSRL report to DSG on business meeting agenda for discussion.

DSG(2013)M004/A012: June Love to include a discussion on the history of the particles project on the agenda for the next sub group meeting.

DSG(2013)M004/A013: June Love to provide Site Restoration sub group members with the site map outlining the zoning approach to decommissioning.

DSG(2013)M004/A014: June Love to circulate The Highland Council's Dounreay Planning Framework 2 to member of the sub group. .

DSG(2013)M004/A015: Stewart Ballantine to clarify what the key issues outlined by SEPA/ONR were with regard the use of shielded packages.

DSG(2013)M004/A016: Peter Watson to clarify what action ONR would take if there was a nuclear materials transport incident.

DSG(2013)M004/A017: Alan Scott and Dyan Foss to meet to discuss requirement for training decommissioning operatives.

DSG(2013)M004/A018: June Love to ask Tom Curry, DRS whether any progress had been made on creating a loop on the railway line to Inverness.

David Flear then handed over to Derrick Milnes to provide an update on the Socio Economic topics.

7. SOCIO ECONOMIC SUB GROUP UPDATE

Derrick Milnes reported that the Socio economic sub group meeting had met on 4th November. Highlights from that meeting included:

NDA update

- An update on procurement. Derrick noted that he and David Flear had met with the new Commercial Manager, Ken Linn who had also had a meeting with the Chamber of Commerce.
- Direct Rail Services had been scheduled to attend the sub group but due to the fact we changed the meeting date Tom Curry was unable to attend and while he had now left the organisation this would be followed up.
- As mentioned under the update from the site restoration sub group there had been a discussion on the NDA surplus land especially the Viewfirth. There was currently discussions ongoing relating to the Viewfirth land and following the meeting DSG representatives had met with a representative from Highland Highlife who had

Endorsed on 12th March 2014

outlined their plans for a community sports hub. This was an initial idea at this time and DSG would continue to keep a watching brief on this.

- Wick harbour held drop in sessions to look at the developments around the harbour. This had preceded a workshop held in the afternoon followed by public events which had been well attended.
- Scrabster harbour had also launched some pre-consultation on their development plans for the Scrabster land. DSG noted it was pleasing to see both harbours making progress.

Dounreay update

Derrick Milnes noted that Dounreay had provided a written report – DSG(2013)P022 refers. Of note the following had been reported:

- DSRL, in partnership with NDA, had agreed continued funding of the CNSRP Programme Manager's post for the next three years.
- DSRL had agreed to extend their secondment to HIE for the next three years.
- Energy North had launched an oil and gas task force in October. As part of that Alastair MacDonald, Change Director (Dounreay) was chairing the skills group as part of an effort to attract oil and gas work into the Highlands and Islands.
- Two discussion papers had been submitted to the CNSRP Delivery Team – one on tourism and the other on life sciences.
- The supplement "This is Caithness" was published in October.
- A marketing proposal had been produced and initial discussions have taken place within CNSRP.

CNSRP update

CNSRP had provided a written paper – DSG(2013)P023 refers.

Derrick Milnes noted that the sub group had held a good discussion on upcoming projects to allow DSG to understand the forward programme and give support towards funding packages if required.

He also noted the recent announcement on the roll out of superfast broadband which had been disappointing for this area. DSG had written to Alex Patterson as had others which resulted in a meeting taking place to explain the rationale for the roll out programme. A further meeting would be taking place on 16th December and DSG will continue to keep an interest in this.

In addition, DSG had been invited to take forward a stakeholder group to discuss community benefit from wind farms and a number of people had been contacted to set up a working group working alongside Foundation Scotland to see if there was an appetite to establish funding bodies which will benefit the whole area. It was expected

Endorsed on 12th March 2014

that the first meeting would be held week beginning 20th January and progress will be reported through DSG meetings as well as other avenues.

Derrick Milnes invited the following to provide a verbal update:

NDA: Nigel Lowe reported:

- The National Nuclear Archive market engagement had taken place in October. The workstreams for this would include procurement of a commercial partner, the construction of the building and the rationale of records. An engagement plan was being devised encompassing the plan going forward.

David Flear stated that a forum would be set up and DSG would have a representative at that meeting.

Dounreay: Mark Rouse reported:

- DSRL, in partnership with NDA and CDP, were in the process of thinking about next years' socio economic plan. The plan would add value to the CNSRP programme and views from CNSRP and DSG would be sought. Mark Rouse noted that as a new person to the area he saw a fragmented picture.
- DSRL continues to focus on the workforce and ongoing Horizon discussions will continue. Make the Right Connections – the training programme run by the Chamber of Commerce – continued and the site will continue to support ongoing training for future skills to take the site to the interim end state.
- On behalf of CNSRP, DSRL has put a lot of work in developing a marketing paper – this was essentially to ensure all aspects of marketing the area were covered – from community confidence to marketing to businesses. At present there are a couple of issues to be agreed and consideration is being given to the funding gaps in this programme.
- As Derrick Milnes had mentioned the Dounreay site were committed to supporting CNSRP and continued funding for the CNSRP programme manager's post as well as agreeing to a three year secondment to HIE to allow continuity had been agreed through the Dounreay Socio Economic Board.
- The skills agenda is recognised as being important – not only for Dounreay site but for the future of the workforce so the site's involvement in the Oil and Gas Task Force was a welcome one.

CNSRP update: Eann Sinclair reported:

- Two events had been held in Aberdeen over a 10 day period.
 - Roy Kirk, June Love and Stephen Sutherland (Chairman of Caithness Chamber of Commerce) had attended an SCDI influencers dinner which was sponsored by CNSRP. Fergus Ewing, Minister for Energy, Energy and Tourism had been guest speaker and had talked about the opportunities in Caithness to a business audience of over 70 attendees.

Endorsed on 12th March 2014

- A business breakfast had also been organised which saw 11 companies attending. Willie Watt (Subsea 7) and Stephen Sutherland (JGC) both highlighted how business already operated out of Caithness while Roy Kirk outlined the potential opportunities for the future. The event was also attended by June Love, Debbie Gray (North Highland College), Sandra MacCaughey (Caithness Chamber of Commerce) and Sandy Mackie (Scrabster Harbour Trust).
- The North Highland Regeneration Fund (NHRF) had held its AGM at the end of November.
- Priority projects continue to be progressed by CNSRP.

HIE update: Roy Kirk reported:

- That he welcomed the continued secondment of June Love from DSRL to support inward investment activities.
- The successful business events held in Aberdeen noting that Fergus Ewing had spent a good proportion of his address outlining the opportunities in Caithness for renewables and oil and gas.
- A programme of future business events was being developed for 2014.
- On broadband, a meeting had been held with Stewart Robertson (HIE) on the 18th November which he felt was a positive meeting. Another meeting was scheduled for 16th December where those who attended the first meeting would be updated. The local HIE office was working with the Chamber of Commerce to take forward a number of actions to drive change quickly. He added that it was important to recognise that Caithness and North Sutherland would benefit from next generation broadband, however he recognised that the community would like to see it accessed sooner.
- Local business confidence was growing. While there is tight times ahead more projects are coming on stream and local companies are rising to the challenge and continue to diversify. As an example, three years ago it was estimated that 90% of business was related to the Dounreay decommissioning programme whereas now it is estimated to be about 20%.

Caithness Chamber of Commerce: Trudy Morris reported:

- The Chamber was the managing agent for North Highland Regeneration Fund which had been funded by the NDA to the sum of £1.85M. Funding of £1.9M had been provided as business loans as loans got recirculated. The AGM was held on 29th November and the Fund had invited young entrepreneurs to take place in a dragon's den style event. Local businessmen – Rob Arthur (Thurso Cinema), Stephen Sutherland (JGC), Andrew Mackay (Norseman Hotel) and Willie Watt (Subsea 7) acted as the dragons and were very impressed with the pitches made. Rob Arthur and Andrew Mackay also provided inspirational talks on how they got into business. Good feedback had been received from those who attended.

Endorsed on 12th March 2014

- 650 beneficiaries had now gone through Make the Right Connections and the programme had been extended under December 2014. World Host training was continuing with a view to getting World Host status by the end of 2014.
- The tourism brochure was being in the process of being updated to include more information on visitor attractions and accommodation. The Chamber would attend the Best of Britain exhibition to be held in Ireland in March 2014.
- The Chamber was facilitating one to one meetings between Ken Linn, Dounreay Commercial Manager and local businesses.
- As already outlined, Broadband meetings were continuing and the Chamber will continue to lobby to ensure Caithness gets the best possible deal in terms of solutions. They were working with businesses to ensure they get what they need to be competitive.

Eann Sinclair added that the CNSRP Annual Review had been published and distributed widely in the county.

David Flear noted that the North Highland Regeneration Fund's AGM had been a very good meeting. He pointed out that the majority of Directors were in the room including himself, Eann Sinclair and Derrick Milnes.

David Flear noted that DSG would continue to work with the Chamber to ensure that the whole of Caithness and Sutherland were able to access broadband.

John Deighan noted that Make the Right Connections had been extended to December 2014. He added that he had previously raised the subject of supporting the unemployed getting back into work. Trudy Morris clarified that Make the Right Connections could not deal with the unemployed. Eann Sinclair added that meetings had been held with Job Centre plus and Skills Development Scotland to take the issue of unemployed training forward.

Endorsed on 12th March 2014

planning applications for two projects in relation to the Peatland project had been submitted.

Councillor George Farlow noted that the census data due to be published shortly included information on socio economics across the Highlands and Islands. He asked whether the information could be broken down into specific areas within the H&Is. Eann Sinclair responded that he had seen a couple of reports both from HIE and The Highland Council and he was starting to interpret it. David Flear stated that this appeared to be something that The Highland Council could provide. David Cowie said he was aware that The Highland Council was currently working on this and the breakdown of information would be available certainly from a Caithness and Sutherland level.

Action: DSG(2013)M004/A019: David Cowie, Highland Council Planning, to provide further information on the census report with regards breakdown of socio economic information.

For completeness the actions from the socio economic sub group meeting are recorded below:

DSG(2013)M004/A020: Councillor Roger Saxon to take up issue of funding educational activities through local authority responsibility.

DSG(2013)M004/A021: Ken Nicol to co-ordinate meeting with Highland Highlife representative and DSG members to discuss concept of a sports hub.

DSG(2013)M004/A022: June Love to write to Murray Lamont suggesting that a deputy is identified to represent the tourism industry.

DSG(2013)M004/A023: Eann Sinclair to speak to SNH with a view of getting further information on the Peatlands project.

DSG(2013)M004/A024: David Flear to write to HIE and The Highland Council providing views on the CNSRP Programme Manager line management function.

DSG(2013)M004/A025: Anna MacConnell to explore which parts of lottery funding was currently under-utilised.

DSG(2013)M004/A026: Councillor Roger Saxon to speak to Deirdre Mackay to find out the outcome of The Highland Council meeting with HIE on Broadband.

DSG(2013)M004/A027: June Love to write to all DSG members requesting appropriate representative from each organisation to sit on a working group to discuss community funding from wind farms.

DSG(2013)M004/A028: June Love to write to John Hook, Rolls Royce, to clarify the creation of additional jobs.

8. QUESTIONS FROM MEMBERS OF THE PUBLIC

There were no questions or issues raised by members of the public.

9. ANY OTHER BUSINESS

Endorsed on 12th March 2014

David Flear noted that he had attended the Caithness Transport Forum on behalf of DSG. He found this to be a very useful meeting and congratulated the Chamber in taking a variety of topics forward including Berriedale braes, recent flooding issues as well as other subjects around the airport, harbours and train/bus services.

David Flear also noted that he would be attending Dounreay's staff talks the week commencing 16th December.

There being no further business David Flear wished everyone a Happy Christmas and formally closed the meeting.

David Flear
DSG Chairman
15th December 2013

Endorsed on 12th March 2014

ACTIONS ARISING FROM THIS MEETING

DSG(2013)M004/A001: June Love to circulate proposed dates for 2014-15 to Business meeting for approval.

DSG(2013)M004/A002: June Love to respond to DSG member re the use of videoconferencing.

DSG(2013)M004/A003: June Love to organise Business meeting for early January 2014 to discuss the drafting of responses for both Dounreay Planning Framework and NDA's business plan.

DSG(2013)M004/A004: Nigel Lowe, NDA Head of Programmes, to provide clarification of the costs for the new low level waste vaults.

DSG(2013)M004/A005: Mark Rouse, Dounreay Managing Director, to provide report on the silo incident to DSG.

DSG(2013)M004/A006: Nigel Lowe, NDA Head of Programme, to provide a comprehensive briefing on fuels strategy and the engagement process undertaken.

DSG(2013)M004/A007: Tor Justad to talk to The Highland Council about their consultation on fuel transport.

DSG(2013)M004/A008: Nigel Lowe, NDA Head of Programme, to request an update by DRS on Georgemas Junction.

DSG(2013)M004/A009: June Love to circulate information regarding stakeholder presentations relating to the GDF siting.

DSG(2013)M004/A010: Nigel Lowe to raise comments on surplus land to the NDA Property Manager in relation to lack of information on website, market land value, Caithness and Sutherland local development plan, boundaries of land, social justice and a comparison on what is happening on other sites (ie low level waste site near Drigg).

DSG(2013)M004/A011: June Love to put format of DSRL report to DSG on business meeting agenda for discussion.

DSG(2013)M004/A012: June Love to include a discussion on the history of the particles project on the agenda for the next sub group meeting.

DSG(2013)M004/A013: June Love to provide Site Restoration sub group members with the site map outlining the zoning approach to decommissioning.

DSG(2013)M004/A014: June Love to circulate The Highland Council's Dounreay Planning Framework 2 to member of the sub group. .

DSG(2013)M004/A015: Stewart Ballantine to clarify what the key issues outlined by SEPA/ONR were with regard the use of shielded packages.

Endorsed on 12th March 2014

DSG(2013)M004/A016: Peter Watson to clarify what action ONR would take if there was a nuclear materials transport incident.

DSG(2013)M004/A017: Alan Scott and Dyan Foss to meet to discuss requirement for training decommissioning operatives.

DSG(2013)M004/A018: June Love to ask Tom Curry, DRS whether any progress had been made on creating a loop on the railway line to Inverness.

DSG(2013)M004/A019: David Cowie, Highland Council Planning, to provide further information on the census report with regards breakdown of socio economic information.

DSG(2013)M004/A020: Councillor Roger Saxon to take up issue of funding educational activities through local authority responsibility.

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DSG(2013)M004/A028: June Love to write to John Hook, Rolls Royce, to clarify the creation of additional jobs.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

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 ongoing** – Stewart Ballantine stated that he had been updated on the progress of the report by Paul Dale. It was now expected that the PRAG(D) report would be available by the end of this year.

DSG(2013)M002/A020: Anna MacConnell to share NNA Project Communications Plan with DSG once it is ready and approved.

DSG(2013)M003/A002: Nigel Lowe, NDA to provide DSG with information on the derailment at Barrow once investigation report is finalised. **Action ongoing:** Nigel Lowe reported that the investigation report had not yet been finalised.

DSG(2013)M003/A003: June Love to request information on all NDA's contribution to socio economics for Caithness and North Sutherland. In addition to ask for a list of funding provided across the NDA estate. **Action ongoing:** information requested on 19th August 2013.

DSG(2013)M003/A023: Ken Nicol to provide report on the development and deployment of measuring achievement of socio economic interventions when available. **Action ongoing** – will be available in January 2014.

ACTIONS COMPLETED SINCE LAST MEETING

DSG(2013)M001/A007: Secretary to request NDA's strategy and timeline for the next step for the GDF location. **Action complete:** On 12th September the secretary circulated DECC's consultation on the launch of a public consultation on the site selection process for a Geological Disposal Facility (GDF) for higher activity radioactive waste. The consultation will run for 3 months and closes on 5th December.

DSG(2013)M001/A036: June Love to send DSG document on socio economic elements within contracts to Simon Tucker once finalised. **Action complete:** Anna MacConnell provided copy of the DSRL's guidance document re socio economics in procurement. This was sent to NNA project team including Head of Legal, Head of Competition and various commercial people.

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. **Action complete:** Feedback suggests this was a salary issue rather than a lifestyle choice of moving into county.

DSG(2013)M002/A018: NDA NNA Project Team to advise DSG, via Anna MacConnell, of the date and location of the Commercial Partner Industry Day, when confirmed. **Action complete:** There is a 'market engagement' exercise planned for 8th/9th October in Manchester where project staff will have the opportunity to communicate with a select

Endorsed on 12th March 2014

group of potential suppliers with a view to informing our scope and other associated tender documentation. NDA will report back progress on this at or before the next DSG meeting.

DSG(2013)M003/A001: David Broughton to draft response to DECC's consultation on siting for the Geological Disposal Facility. **Action complete:** see DSG(2013)C053.

DSG(2013)M003/A004: June Love to ask Ken Nicol to provide a timeline for the production of the measuring impacts paper. **Action complete:** Subject to internal approvals, a report will be provided to the DSG Socio Economic Sub Group in January 2014.

DSG(2013)M003/A005: June Love to circulate to DSG Socio Economic sub group members the short document on skills and the decision of the Business meeting not to progress with a working group. **Action complete:** Business meeting discussed in August. Agreed that there was a skills group already set up chaired by Eann Sinclair. If questions arise from DSG members they should be addressed with Eann at DSG Socio Economic sub group meetings.

DSG(2013)M003/A006: June Love to arrange for David Flear to meet with CNC representation for CNC. **Action complete:** Bob Earnshaw met with CNC Officer Stephen Jack on 16th September 2013.

DSG(2013)M003/A007: June Love to ask for clarity on extent of 'local residents' re CNC patrols and car registrations. **Action complete:** The residents newsletter (Ref 16/2013: 12th August 2013) stated that following feedback from local residents it is proposed that CNC officers call on them over the next few weeks to introduce themselves, have a chart and with agreement collate car details for each household. A register of car registrations will then be held in the police control room. For clarity 'local residents' are deemed to be those living at Buldoo, those who tenant land at Dounreay, and the wider local community at Upper Dounreay, Achvarasdale, and Achreamie.

DSG(2013)M003/A008: Secretary to request a presentation on Higher Activity Waste. **Action complete:** presentation to be provided at DSG on 25th September 2013.

DSG(2013)M003/A009: Secretary to update sub group remit and membership and circulate to all members. **Action complete:** circulated electronically on 19th August 2013.

DSG(2013)M003/A010: June Love to look at travel arrangements for InSOTEC seminar in Berlin, November 2013. **Action complete:** travel booked.

DSG(2013)M003/A011: June Love to identify a date for DSG business meeting members to visit new low level waste facility (and extend to other DSG members who had not already visited). **Action complete** – visit took place on 24th September 2013.

DSG(2013)M003/A012: Martin MacDonald to provide DSG further information on the Scottish Skills Action Plan. **Action complete:** Martin provided an update – nuclear decommissioning is now one of the sectors within the Scotland's Energy Skills Action Plan. This should lead to closer working in the sharing of best practice and perhaps even training facilities. Skills Development Scotland and the NDA are working together

Endorsed on 12th March 2014

on this. (SDS contact is Robert Orr / NDA contact is Natasha Hanson). [NB: Anna MacConnell also provided an update – Nigel Couzens made a presentation to the Energy Skills Action Group as a result of a request from Scottish Government to ensure some input to the update of the Action Plan as the original did not include reference to nuclear skills.]

DSG(2013)M003/A013: Ken Dyke to consider if information on the powers of MOD Police for external patrols can be shared with DSG. **Action complete:** Information MOD Police powers - see [Ministry of Defence Police Act 1987 as amended](#) and [Anti Terrorism Crime & Security Act 2001 \(extension of jurisdiction\)](#).

DSG(2013)M003/A014: Christine Lee/Marta Green to continue to update DSG of any changes to the interim end state in relation to DSG's consultation and recommendations. **Action complete** – site end state updates are now a standing item on the DSG Site Restoration sub group agenda.

DSG(2013)M003/A015: DSG Site Restorations sub group members to raise any questions on DSG(2013)C037 "The 2013 Review of National and International Best Practice on Waste Minimisation and its application to establish the Waste BPEO for Dounreay." **Action complete** - no comments received.

DSG(2013)M003/A016: June Love to put Scottish Government's HAW Implementation Strategy on next site restoration sub group agenda. **Action complete:** On site restoration sub group agenda for 13th November 2013.

DSG(2013)M003/A017: June Love to put HAW Implementation Strategy on Business meeting agenda to discuss merit in requesting a presentation by DSRL on what the strategy means for Dounreay. **Action complete** – discussed at Business meeting on 16th August 2013.

DSG(2013)M003/A018: June Love to write to CNC to confirm their place as observer at the DSG Site Restoration Sub Group and main DSG meetings. **Action complete:** letter and information sent on 19th August 2013.

DSG(2013)M003/A019: June Love to put Community funding on Business meeting agenda for discussion. **Action complete.**

DSG(2013)M003/A020: Anna MacConnell to pass comments to Tom Curry re freight transport and appropriate calming measures at Georgemas Junction. **Action complete.**

DSG(2013)M003/A021: Ken Nicol to feed comments on socio economics in procurement back to Commercial Department for consideration before document was finalised. **Action complete.**

DSG(2013)M003/A022: June Love and Anna MacConnell to get together to consider options for a representative group of DSG to visit Sellafield/Cumbria. **Action complete** – follow up action from Business meeting to be carried out.

DSG(2013)M003/A024: Ken Nicol and Anna MacConnell to explore a different format of reporting socio economic activities to the DSG. **Action complete:** new format has been provided – see DSG(2013)P022.

Endorsed on 12th March 2014

DSG(2013)M003/A025: DSG Socio Economic sub group members to provide any information they wish to include in skills discussion. **Action complete.**

DSG(2013)M003/A026: Eann Sinclair to discuss idea of Recruit Caithness event for the wider Caithness Community, including health service provision, education, etc with CNSRP Delivery Team. **Action complete:** this has been included in proposal for further Recruit Caithness campaigns.

DSG(2013)M003/A027: David Barclay to inform DSG when the Highland Council's Dounreay Planning Framework would be ready to publication. **Action complete:** On the matter of Dounreay Planning Framework 2, publication of the draft for consultation has been delayed. The aim is to publish it around the end of October for an 8-week consultation. In practice this consultation period will if necessary be extended a little into the New Year if part of the period coincides with the Christmas/ New Year break.

DSG(2013)M003/A028: Nigel Lowe, NDA to provide response to whether the site selection process for GDF would include any interested parties from Scotland. **Action complete** – Nigel Lowe reported that NDA were not in the driving seat for this. If interested parties wished to express an interest the NDA would take this into account and respond according to Scottish Government policy.