

**DOUNREAY STAKEHOLDER GROUP
BUSINESS MEETING**

DSG/BM(2014)M002

Minutes of the DSG Business meeting held on Friday 25th April 2014 at 1330 hours in Dounreay.com, Thurso.

Present: David Flear DSG Chairman
Derrick Milnes DSG Vice-chairman / DSG Socio Economic Sub Group chair
Bob Earnshaw DSG Site Restoration Sub Group chair
June Love DSRL / DSG Secretariat

In addition: Phil Cartwright Socio Economic & Communications Manager, DSRL

MINUTES

1. WELCOME

David Flear welcomed everyone to the meeting.

2. APOLOGIES

No apologies were received.

3. MINUTES OF LAST MEETING

David Flear noted that the minutes of the last meeting had been circulated to members in advance. DSG/BM(2014)M001 refers. The minutes were accepted as a true reflection of the meeting.

4. PROGRESS ON ACTIONS

Members reviewed the full list of DSG actions. Of note:

- DSG(2014)M00X/A00X: Silo incident report. David Flear noted he had received a full copy of the incident report on the silo which had broken its fastenings. Having considered the full report it was agreed that the secretary should circulate the summary of the incident.

Action: DSG/BM(2014)M002/A001: June Love to circulate incident report summary to DSG members.

All other actions were being progressed appropriately.

5. ISSUES ARISING FROM SUB GROUP MEETINGS

It was noted that the sub groups had been held on the 16th April – draft minutes were available and were currently being checked for factual accuracy. The secretary noted she should be circulating these to members for comment in the next week.

No issues were raised on the minutes.

6. VULCAN DISCUSSION

There was a discussion on how DSG would expect Vulcan to engage with them in the future. David Flear noted that he would now have a regular meeting with Ken Dyke to ensure that there was a two-way discussion on any issues relating to Vulcan. It was recognised that, as an operational site, it was more difficult for Vulcan to brief DSG on all aspects of the site's operations however it was also

recognised that there was a need for the MOD to build a trust with the stakeholder group to allow this to move forward in a constructive way.

Bob Earnshaw noted that at the site restoration sub group there had been discussion with Vulcan on information being made available and it had been agreed that health, safety and environmental statistics could be part of the reporting into DSG. This was acknowledged as a small step forward.

The discussion then centred around the letter received in March from Commodore JR Corderoy and it was agreed that a response to that letter would be drafted emphasising the need for MOD to rebuilt trust with the local community.

Action: DSG/BM(2014)M002/A002: Secretary to draft response to Commodore JR Corderoy's letter of 6th March 2014.

Action: DSG/BM(2014)M002/A003: Secretary to liaise with Commander Ken Dyke regarding a written update for site restoration sub group meetings which should include the health, safety and environmental matrix for Vulcan.

7. REQUEST FOR EXPENSES

David Flear noted that he had received correspondence from Tor Justad, DSG member requesting reimbursement of travel and accommodation expenses for attending DSG meetings. David had asked Tor Justad if he had difficulty some of the information provided being minuted at the Business Meeting given it was of a personal nature. Tor had responded he was content for this to happen.

David noted that Tor Justad's request recognised that when he had applied to become a member of DSG the letter had made it explicit that attendance at meetings was at people's own expenses however his argument was that his circumstances were different to most members given the fact the distance he travels and the fact that evening meetings necessitate an overnight stay.

Following an in-depth discussion, members agreed that the terms of the DSG were quite explicit and although sympathetic to this request it was felt that it had been made clear that membership of DSG was at individual's own expense and that none of the other co-opted members had asked for any reimbursement.

It was agreed a letter would be sent to Tor Justad reflecting this discussion.

Action: DSG/BM(2014)M002/A004: David Flear to respond to Tor Justad's request for expenses in attending DSG meetings.

8. DOUNREAY STAKEHOLDER GROUP – JUNE MEETING

The agenda was discussed for the June meeting. While it was recognised that a rolling programme of presentations should be developed it was noted that until the re-profiling of the decommissioning plan was completed it was likely to be difficult to provide a meaningful presentation which would not become outdated very quickly.

The secretary suggested that she contact Scottish Government Radwaste team to enquire whether they wish to provide a presentation on the Higher Activity Waste implementation for the June meeting. David Broughton, the DSG representative involved in the Higher Activity Waste Implementation had indicated that Scottish Government were keen to provide a presentation before the consultation document was published.

It was agreed that if this was not possible then the secretary would explore with the DSRL Managing Director and the NDA Head of Programme a suitable presentation for the June meeting.

Action: DSG/BM(2014)M002/A005: Secretary to liaise with Scottish Government to explore whether a presentation on Higher Activity Waste implementation would be available for the June meeting.

Action: DSG/BM(2014)M002/A006: Secretary to explore with NDA/DSRL the potential for a presentation at the June meeting (if Scottish Government presentation cannot take place).

9. ANY OTHER BUSINESS

At this stage Phil Cartwright joined the meeting. This was an introductory meeting with the Business meeting following Phil's appointment as DSRL's Socio Economic and Communications Manager. The following was discussed:

- David Flear asked when there would be clarity around the socio economic budget – he had noted that the draft plan presented at the DSG Socio Economic sub group meeting had a list of activities appended but had not provided details of the budget breakdown. He had also noted that there was no mention of the DSG and Dounreay.com (Public information office) in that budget. He asked for clarity.

Phil Cartwright responded that this was a priority for him at this point in time. He had taken up his new position on the 1st April and was currently getting to grips with looking at the department structure and budget. He agreed to come back to the business meeting as soon as there was clarity around the funding of these activities.

Action: DSG/BM(2014)M002/A007: Phil Cartwright to meet with the DSG business meeting, at an appropriate time, to discuss the socio economic budget breakdown.

- David Flear noted that there were a number of Dounreay site activities which now appeared to be published via a facebook page with no early warning to DSG or indeed the DSG Secretariat. Phil Cartwright responded that he would be looking at this as part of the restructuring of his department to ensure information was provided in a timely manner.
- David Flear noted the recent press article on the CNC's driver response training and was disappointed that DSG had not been informed prior to this training taking place. Bob Earnshaw stated that it had been raised at the Thurso Community Council and he too had been unaware of this. Phil Cartwright responded that the site had also been unaware although the Managing Director had been informed on the 24th April following some of the training being undertaken. Bob Earnshaw noted that it was disappointing that CNC had asked for a seat at the DSG table and since this had been agreed there had been no attendance at CNC at either the sub groups or main meeting. It was agreed that David Flear would write to CNC requesting clarify of representation at the DSG.

Action: DSG/BM(2014)M002/A008: David Flear to write to CNC in relation to the Driver response training and representative at the DSG meetings.

- June Love tabled DSG(2014)C024: Website comparison. This had been written following a question at the AGM held in March 2014 asking what the difference was between the 2013 and 2014 report. Following review, the business meeting agreed this should be circulated to members.

Action: DSG/BM(2014)M002/A009: June Love to circulate Website comparison paper – DSG(2014)C024 to members.

There being no further business, David Flear thanked everyone for attending and formally closed the meeting.

David Flear
DSG Chairman
28th April 2014

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2014)M002/A001: June Love to circulate incident report summary to DSG members.

DSG/BM(2014)M002/A002: Secretary to draft response to Commodore JR Corderoy's letter of 6th March 2014.

DSG/BM(2014)M002/A003: Secretary to liaise with Commander Ken Dyke regarding a written update for site restoration sub group meetings which should include the health, safety and environmental matrix for Vulcan.

DSG/BM(2014)M002/A004: David Flear to respond to Tor Justad's request for expenses in attending DSG meetings.

DSG/BM(2014)M002/A005: Secretary to liaise with Scottish Government to explore whether a presentation on Higher Activity Waste implementation would be available for the June meeting.

DSG/BM(2014)M002/A006: Secretary to explore with NDA/DSRL the potential for a presentation at the June meeting (if Scottish Government presentation cannot take place).

DSG/BM(2014)M002/A007: Phil Cartwright to meet with the DSG business meeting, at an appropriate time, to discuss the socio economic budget breakdown.

DSG/BM(2014)M002/A008: David Flear to write to CNC in relation to the Driver response training and representative at the DSG meetings.

DSG/BM(2014)M002/A009: June Love to circulate Website comparison paper – DSG(2014)C024 to members.