

DOUNREAY STAKEHOLDER GROUP

Minutes of meeting held on Wednesday 10th December 2014 at 1900 hours in the Pentland Hotel (Ballroom), Thurso.

Present:	David Flear	DSG Chairman
	Derrick Milnes	(DSG Vice-chair) Wick and Thurso Trade Union Council
	Bob Earnshaw	Thurso Community Council
	Alastair MacDonald	DSG Honorary member
	Roy Blackburn	DSG Member
	Trudy Morris	Caithness Chamber of Commerce
	Tor Justad	DSG Member
	John Deighan	Dounreay Unions
	Eann Sinclair	CNSRP Programme Manager
	Cllr George Farlow	Highland Council
	Cllr Roger Saxon	Highland Council
	John Green	Caithness Voluntary Group
	Ronnie Johnstone	Church of Scotland
	Donald MacBeath	North Highland College
	Deirdre Henderson	Buldoo Residents Group
	Cllr Willie Mackay	Highland Council
	Murray Lamont	North Highland Tourism

In addition:	Nigel Lowe	NDA Head of Programme
	Mark Rouse	Managing Director, Dounreay
	Cdr Ken Dyke	MOD Vulcan
	Roger Wilson	SEPA
	Simon Boniface	ONR
	Andy Brotherston	CNC
	Emma Forbes	Highland Council, Planning
	June Love	DSG Secretariat, DSRL

1. WELCOME AND INTRODUCTIONS

David Flear, DSG Chairman, welcomed everyone to the meeting. He noted that the agenda took a slightly different approach from previous meetings which meant that reports from sub group meetings would be provided later in the meeting to allow focus on two specific topics.

2. APOLOGIES

Apologies have been received from:

- Sandy Mackie Scrabster Harbour Trust
- Ian Leslie SGRIP
- Roy Kirk HIE
- David Broughton DSG member

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- Russ Hayley Caithness West Community Council
- Mike Flavell Health Service
- Cllr Matthew Reiss Highland Council
- Cllr Maurice Davidson Orkney Islands Council
- David Mudie Highland Council Planning (Emma Forbes deputising)
- Peter Watson ONR for Dounreay (Simon Boniface deputising)

3. MINUTES OF LAST MEETING

The minutes of the September meeting – DSG(2014)M003 refers – had been circulated to members in advance of this meeting. The minutes were accepted as a true reflection of the meeting. This was proposed by John Deighan and seconded by Alastair MacDonald.

David Flear suggested that any issues arising from the minutes were addressed later in the agenda. This was accepted.

4. STATUS OF ACTIONS

The status of actions had been circulated to members in advance. Of note:

- DSG(2014)M003/A009: Highland Council Planning to look into the issue of excessive noise at the CNC Firing Range and report back to DSG.

Emma Forbes reported that she had spoken with Environmental Health on this subject. A report had been received from Dounreay which demonstrated compliance with the noise conditions of the planning permission. The Environmental Health department had now made a commitment to undertake their own noise monitoring which was likely to be carried out sometime in the New Year. She suggested the action remain ongoing until the monitoring had been undertaken and Environmental Health had received the results of this.

- **DSG(2014)M003/A011: Roger Wilson to provide information on the number of hydrogeologists that SEPA has.**

Roger Wilson noted that this action was ongoing although local information had been provided at the site restoration sub group meeting.

- **DSG(2014)M002/A007: Scottish Government to explore a date for Highland Activity Waste implementation with DSG.**

David Flear noted that Scottish Government had indicated this would likely be held sometime in the New Year. Members would be informed as soon as a date was available.

No further issues were raised.

5. HEALTH, SAFETY AND ENVIRONMENT

David Flear stated that members were aware, via the draft site restoration sub group minutes that had been circulated that there had been a lengthy discussion on health, safety and environment topics.

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At that meeting, DSG members had felt this was an important topic, given the amount of press interest and the potential seriousness of such incidents and therefore the business meeting had taken the view that this topic be included on the agenda. David Flear added that this was something that had been raised before in relation to staff morale and by association the safety breaches. David Flear, Derrick Milnes and Bob Earnshaw had met with both Mark Rouse and Nigel Lowe to discuss this issue more fully.

David suggested that it would be best to allow Mark Rouse to provide his presentation and then invite comment from the NDA and regulators before opening up to members for questions.

Mark Rouse provided a presentation - see DSG(2014)C081 - outlining the background, the event, consequences, actions taken and the way ahead.

Following the presentation, David Flear, DSG Chairman, thanked Mark Rouse. He asked that a monthly report of progress be provided to DSG members to ensure they are kept updated on progress moving forward. Mark Rouse agreed to provide updates on a regular basis.

David Flear then invited Nigel Lowe, NDA Head of Programme to comment. Nigel Lowe stated that the DSRL Board, the PBO and the Chairman of Cavendish Dounreay Partnership were in no doubt of the seriousness that the NDA placed on this matter. Furthermore, the NDA had for some time made their dis-satisfaction on the disappointing trend of health, safety and environmental metrics which the NDA had appropriately escalated within the respective management regimes. With regard to the specific matter of the Improvement Notice, the NDA had promptly discussed this with DSRL and CDP and also shared with the two regulators, ONR and SEPA, what it proposed to do. That said, the NDA had seen the draft of DSRL's improvement plan and supported DSRL in what they planned to do. The NDA was not the "controlling mind" regarding the site licence conditions and having discussed this with the regulators, recognised it needed to strike an appropriate balance. As such, the NDA will ensure that actions required to address these matters will be carried out and reiterated that there is nothing more important than the health, safety and security of the site and its workforce.

David Flear asked whether NDA would be happy to report progress of compliance through the site restoration sub group meeting. Nigel Lowe confirmed he was happy to do this.

Simon Boniface, of ONR noted that DSRL's investigation had been very thorough and robust. The Improvement Notice had been issued because there had been a declining track record on the site and the root causes found from previous events had not been learnt or implemented. In addition, ONR had concerns around the organisation's resilience which had contributed to the Improvement Notice.

Roger Wilson, SEPA, echoed ONR's comments. Like ONR, SEPA had concerns and today had issued a Notice of Variation to the site's Radioactive Substances Act authorisation. He stated that SEPA could have issued an Enforcement Notice however this would have been specific to PFR. The variation covered the entire site because they had felt issues were site wide and not just specific to PFR. The environmental impact of the PFR fire was considered to be very low but there had been numerous shortcomings in controlling the gaseous discharges. The variation was specific to decommissioning activities because there had been distinct failures in that area. The timescales for the variation to be met was from 1st March to 1st June 2015. SEPA would be monitoring progress on the way.

David Flear asked both ONR and SEPA to keep the DSG updated via the site restoration sub group meetings.

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Action: DSG(2014)M004/A001: June Love to put environmental health and safety on site restoration sub group meeting as a standing agenda item in order to review monthly progress reports from DSRL and updates from NDA and the regulators.

David Flear stated that staff morale had been previously discussed and asked John Deighan if the Dounreay Unions had a view. John Deighan, of the Dounreay Unions read out the following statement: "Not long ago we [DSRL] were top of the Premier League on Health & Safety it is disappointing that we [DSRL] have slipped a few places. The Trade Unions on the Dounreay Site represent a cross section of members in different companies. They are highly skilled, dedicated and loyal employees and the right people to safely decommission the Dounreay Site.

Safety is the top priority for the Trade Unions and we have emphasised that message to the Managing Director & his Executive Team through a series of meetings held over the last few weeks when it became obvious that our performance had dipped.

The Trade Unions will continue to engage with our employers & regulators to improve performance on the site, it is in our interest that we get back on track; we can and will recover. This is one time that I can say we are all in this together."

Nigel Lowe commented that in addition to Health, Environmental and Safety, security was equally important and John Deighan agreed and stated the Dounreay Unions saw security as an integral and implicit part of Health and Safety."

Bob Earnshaw, DSG site restoration sub group chairman, stated that all DSG members had received the draft minutes of the last sub group meeting, noting that the majority of the meeting had been taken up with issues around the safety and environment issues. He thanked the NDA, site management and regulators for being very open and frank in these discussions. He added that ONR had discussed the two yearly management rotation at earlier meetings and DSG had questioned whether this could be one of the root causes. David Flear then opened up the discussion to members.

Roy Blackburn asked whether NDA, DSRL or the regulators accepted that the rotation of senior managers was an underlying cause or, at the very least, a contributing factor. David Flear noted that he had spoken with the Graeme Rankine (NDA Head of Competition) who had indicated that lessons had been learnt from the Dounreay contract and in respect to the rotation of managers this had been changed to four years for the Magnox sites.

Nigel Lowe, NDA Head of Programme stated that NDA had, over the last 18 months, been holding discussions with the PBO and DSRL to ensure that the rotation of managers was spread out, as far as possible, to ensure that everyone did not leave at the same time. The average secondee tenure of two year

Tor Justad thanked Mark Rouse for his presentation and congratulated him for 'holding up his hands' and being open about the issues discussed. Specific to the PFR sodium tank farm fire he asked what the role was of the people who had been on watch 24/7 and what had they been tasked to do. Mark Rouse responded that their role was solely as 'fire watchers' however he felt that their instructions had been less than clear. He stressed there was no blame attached to these individuals. Tor Justad asked what the root cause of the fire was. Mark Rouse responded that it appeared that the clear taped plastic window had unpeeled which resulted in the containment being breached resulting in the fire.

Tor Justad then questioned the rotation of senior managers and the reference to the UK tax system. Nigel Lowe responded that this was whereby after a certain period of time expenses of a secondee may become taxable which encourages them to move on. However, this needs to be seen in perspective since there are a number of factors which may influence an individual to want to move on or stay. Tor Justad asked whether this was a financial issue for the company. Nigel Lowe replied it is a financial issue for the individuals involved and was therefore a matter of their private circumstances.. Tor Justad felt that this was a serious issue and was surprised that this had not been worked through sooner. Nigel Lowe responded that discussions with the PBO had started about eighteen months ago to try to smooth out the departure and arrival of secondees and that it would take time to work through since it was a complex matter, of which the taxation status of individuals, was one of many consideration factors (e.g. family aspirations, career planning etc.) Mark Rouse added that the extension to his contract had already been agreed. Tor Justad noted that the short secondments of PBO were in contrast with those at DSRL who had been on site for many years under the previous contract. Mark Rouse responded that this was something they were looking into however he pointed out that when UKAEA personnel managed the site the personnel also rotated on a regular basis. Tor Justad replied that even this was considerably longer than two years and suggested it would be interesting to look at this historically.

David Flear noted that all these issues had been raised at the sub group meeting with the regulators in attendance and will continue to be raised until improvements are seen.

Cllr George Farlow stated that it was quite clear that safety should be top of the league. He thanked Mark Rouse for the presentation and commented that there were a number of areas of concern going forward and asked where the "buck" stopped. Mark Rouse responded that the "buck" stopped with him as site licence condition holder and that he took these issues very seriously and was looking for significant improvement in the coming months.

Cllr George Farlow questioned the management failure and management contingency and asked how this was viewed by site. Mark Rouse responded that the managers brought in as part of the PBO had wide experience throughout the industry. While it was recognised that the site had a good knowledge capture regime, and that external audits had been good, it was apparent that these had not been delivered in practice.

Ronnie Johnstone stated that he was not a technician, an engineer nor a scientist and congratulated Mark Rouse for his honesty. He added that he did know about confidence and how easy it was to destroy it and asked how the site management would restore and rebuild confidence especially in the light of lessons not properly learnt, low morale, etc. He emphasised that this needed to be taken seriously to allow faith and confidence to be rebuilt.

Ronnie Johnstone added that, generally, he had trusted the management and what this had demonstrated was that confidence on site operations had been shattered.

Ronnie also noted that if this was acceptable within the contract then the NDA could not do a 'Pontius Pilot' either. Mark Rouse responded that trust was fundamental in what the site did and rebuilding that trust can only be done by performing. He would continue to engage with the Dounreay workforce and local stakeholders to ensure that progress was being cascaded and that the issues had been understood and corrective action was being undertaken positively. Nigel Lowe stated while he had not negotiated the contract the responsibility for its management lay on his watch and he would, therefore, be ensuring real progress was being made, adding actions speak louder than words.

Ronnie Johnstone replied that he accepted the answers received. David Flear added the DSG would continue to scrutinise the improvements going forward via the site restoration sub group meetings.

CLlr Roger Saxon noted that there was quite a long timescale for instigating improvements but understood why this would take so long to implement. As regards the decommissioning tasks in the tank farm he asked whether the investigation would have an effect on the overall decommissioning plan. Mark Rouse responded that this would not impact on the overall decommissioning plan. This was a specific part of the programme and improvements could be closed out in advance of the 30th June as long as the regulators are satisfied. However, Mark Rouse noted that the improvements would cover the whole of the site to ensure there was a depth to the analysis so that the main issues could be fixed once and for all. CLlr Saxon asked whether leaving the work in the tank farm was a safety hazard. Mark Rouse responded that Tank 3 and 4 had been nearing completion when the incident occurred and had been stabilised for the time being. Discussions would be ongoing with regulators to ensure that this did not result in a hazard.

6. ANNUAL SITE FUNDING LIMIT (DOUNREAY DECOMMISSIONING PLAN)

David Flear noted that the site had now identified changes within the decommissioning plan which included additional work as well as work being reprofiled to fit into the Annual Site Funding Limit (ASFL.)

David Flear handed over to Nigel Lowe, NDA Head of Programme, who provided a presentation setting the scene on the previous contract and the changes required for the re-profiling of the plan – see DSG(2014)C083.

Mark Rouse then provided a presentation on the changes to the decommissioning plan – see DSG(2014)C082.

David Flear asked whether the presentations could be circulated electronically to members. This was agreed.

Action: DSG(2014)M004/A002: June Love to circulate all presentations provided at meeting to DSG members.

Tor Justad noted that previously the movement of exotic material had been justified on the basis of cost. He was concerned about rail movements over a long period and asked why the fuels could not be stored on site. Nigel Lowe disputed that the fuel movements had been justified on the basis of cost citing instead that the justification was based on the initiative supporting National Strategic Imperatives. However, he agreed he would look into previous discussions on this to clarify the cost issue.

Action: DSG(2014)M004/A003: Nigel Lowe to look at the justifications cited for the transfer of the Exotics fuels to Sellafield.

Cllr Roger Saxon said he would have thought the fuels transfer would have been justified whatever the cost had been. He asked if the timescales for operating THORP at Sellafield would impinge on this. Nigel Lowe re-iterated while the decision on exotic materials had cost implications this had not been the primary driver. As for the timescales relating to THORP, THORP operations had been taken into account when reprofiling the decommissioning plan. The movement of exotic material would allow the reprocessing of some of the fuel through THORP, however there would come a point where it would be cheaper to shut THORP down and seek other solutions for the remaining material

Donald MacBeath noted the clear and helpful presentations. Given the end date was now moving towards 2029 he envisaged that a significant amount of skills would be required for longer and asked whether the site had the capability and development plans in place to ensure the right resource was available. Mark Rouse responded that, in many respects, the re-profiled plan was a positive thing for the area. The workforce would move on and retire and therefore a people development plan was being developed to look at future needs. The site management was determined to do this and to grow the talent that already existed at Dounreay.

Cllr George Farlow asked whether he was right in saying that delivery of exotics by rail is not an option because it would not meet Sellafield deadlines as opposed to sea transport where the volume could be greater. He asked whether the NDA was prepared to supervise those shipments in the absence of emergency tug vessels. Nigel Lowe responded he was not aware that rail had been abandoned as a transport option. He added that the emergency tug vessel was outside of the NDA's remit and Adrian Simper had written to the Department of Transport expressing the views of the local authorities and the DSG on this matter, as he had undertaken so to do. Adrian Simper was currently awaiting a response to that letter and this would be circulated as soon as it was received. David Flear noted that information had already been circulated by DSG on this following his attendance at the NDA National Stakeholder Event where he had raised the question.

June Love noted that Cllr Maurice Davidson had tendered his apologies for this event. He had asked for the following statement to be read out "Please indicate to DSG that our [Orkney Islands Council] fears of the use of ships for your [NDA] exotic material are shown true through recent fires on boats [i.e. The MV Parida] and now tugs towing big salmon boats in the Firth. Ships are not safer than trains here. We ask you to reconsider your NDA proposals in light of experience and hopefully the DSG agrees with us."

Nigel Lowe replied that the NDA were of the opinion that the type of vessels it would deploy, if using a sea transport option, were different to the MV Parida. The NDA vessels supplied by its subsidiary, INS, were designed, built and maintained to INF-3 standards while the Parida was not. He encouraged DSG members to study the standards of INF-3 vessels via the INS website and other public domain sources. In addition, he added that when one of the vessels had recently visited Scrabster, an offer had been made to relevant stakeholders to visit the vessel and see some of her features. Unfortunately, this invite had not been extensively taken up. In response to questioning, Nigel Lowe confirmed that if there was sufficient interest and timings could be co-ordinated, a similar visit to the vessel when in Barrow could be arranged.

Action: DSG(2014)M004/A004: June Love to liaise with DSG members to identify a suitable date for all interested to visit the Pintail at Barrow.

David Flear noted that Scottish Government were now talking to the UK Government regarding devolved powers including the transportation of nuclear material, DSG members had voiced their concerns on these issues and until such times the Government's agree a way forward DSG's involvement would be that of a watching brief.

Tor Justad asked what the position of Scottish Government was. David Flear responded that as far as he was aware Scottish Government had made a statement with regards to the Parida and had indicated they would be looking to devolve powers to Scotland on the movement of radioactive material. This had also been mentioned at the Scottish Government's Scottish Nuclear Sites meeting and that discussions would be ongoing for a while regarding the devolvement of powers. David Flear added that if Scottish Government were looking at sea transports they would need to look at all shipping. Tor Justad said that information on shipping was publicly available however information on nuclear shipments was not, due to security reasons.

Tor Justad stated he believed a number of stakeholders bordering the route of the Parida would be relieved to hear that her voyages relating to Dounreay waste were likely to be completed before Christmas, particularly in view of a number of poor safety observations of both the Parida and similarly with INS vessels. Nigel Lowe stated he was not aware of such observations and requested Tor Justad to forward the observations to him for further investigation.

Action: DSG(2014)M004/A005: Tor Justad to forward the safety observations or an appropriate website link to Nigel Lowe via the DSG chair.

CIlr Roger Saxon noted that the options for the movement of nuclear materials were both rail and sea. He understood the need for different options because of security implications. David Flear noted that the trial shipment of nuclear material by sea had been to ensure that this option was viable. In response to a question from the chair, Nigel Lowe confirmed that the safety case to the regulators was still a work-in-progress for the exotics moves. He further clarified that :-

- rail had never been dropped and still remained, in the opinion of DSRL and the NDA, a viable option
- Even when the safety case is made and regardless of which transport option maybe exercised, neither the NDA nor DSRL would declare the mode of travel, nor timings on security grounds and he requested the DSG to respect this.

The regulators are there to protect the general public and they would take a view on the safety, security and environmental matters, which, in his opinion, the public could take confidence in. Trudy Morris thanked both Nigel and Mark for their presentations. She asked if there would be a further update for supply chain contracts going forward. Mark Rouse responded that this would be carried out early next year. June Love agreed to confirm date of local procurement event once identified.

Action: DSG(2014)M004/A006: June Love to confirm local procurement event once date is identified.

Nigel Lowe added that the NDA had just published their draft business plan for comment. He noted that there was an error in the Dounreay section where the dates for interim end state were stated as 2027-2029. This was a typographic error and would be updated in the final business plan to reflect the 2029 date.

7. VULCAN UPDATE

David Flear noted that the regular update from Vulcan was provided at the site restoration sub group meeting. He reported that the Ministry of Defence now sends a representative to the Scottish Government Scottish Nuclear Sites meeting and the DSG had circulated to members that update which was quite informative. David Flear handed over the Bob Earnshaw to provide a report from the sub group meeting.

Bob Earnshaw noted that the sub group was now receiving written updates from MOD, Vulcan. Two papers had been submitted to the sub group meeting for discussion – DSG(2014)P021 (ONR) and DSG(2014)P025 (Vulcan) refers.

At the sub group it was reported that the plant continues to operate as per schedule and the inspection and audit programmes continue. There was an audit scheduled to take place in December which would include an annual security demonstration.

Rolls Royce also provides a written update for this meeting. June has circulated this in advance of the meeting – DSG(2014)C079 refers. Highlights from that report, which will be discussed at the next sub group meeting included:

- Safety performance is good with no injuries during this period.
- Continuing to increase the amount of additional contract work.
- Well advanced on the design, development and manufacture of the next generation PWR3 reactor cores and plant for the UK's fleet.

Bob Earnshaw then invited Cdr Ken Dyke to provide a verbal update. Cdr Ken Dyke noted that he was aware that the Secretary of State had received the review into the PWR3 testing but had not had time to digest this yet. He had also acknowledged receipt of DSG's correspondence and a response would be forthcoming. He updated the group as follows:

- A number of audits had been successfully undertaken, including REPPiR compliance and Licence Condition 11 (emergency arrangements).
- The annual security demonstration had taken place.
- Tom Smith, lead for the Defuel/decommissioning programme for Vulcan, was due to leave this post shortly and a replacement was currently being considered.
- Vulcan had provided SEPA with their monthly report on radioactive discharges and it was noted that the October report had under-reported the gaseous discharge. The discharge had inadvertently be released via a valve, then vented through authorised route and failed to count the totality of active gases. SEPA had been informed immediately and the amount calculated as less than 1% increase in the annual discharge limit. A review had been instigated.

There was no representation from ONR or DNSR at this meeting. Therefore the ONR paper was taken as read.

Roger Wilson, SEPA added that he had visited Vulcan that day undertaking inspections. He noted:

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- Discussions on activity in terms of decommissioning activities going out into future years.
- The issue of under-reporting discharges had been reported to SEPA promptly, who in turn had reported to Scottish Government. The environmental impact on this was minimal.

Bob Earnshaw thanked Ken Dyke for his update and noted that it was pleasing to see issues being reported promptly.

8. UPDATES FROM SUB GROUP MEETINGS

David Flear noted that the business meeting had met on 18th November and had centred on the setting of the agenda for this meeting. Progress on actions raised at the business meeting would be reported via the sub groups in January.

For completeness the actions arising from the Business meetings are recorded here:

DSG(2014)M004/A007: June Love to co-ordinate pre-meeting with DSRL Managing Director on ASFL presentation.

DSG(2014)M004/A008: June Love to include 'health, safety and environment' on the December DSG agenda and inform site management and regulators that they will be invited to update at the public meeting.

DSG(2014)M004/A009: June Love to invite Eleanor Scott to next DSG Site Restoration sub group meeting (January 2015).

DSG(2014)M004/A010: June Love to organise a meeting with Phil Cartwright and the Business meeting to review socio economic spend for 2014-15.

Site Restoration sub group meeting

David Flear handed over to Bob Earnshaw to report on the site restoration sub group meeting. Bob Earnshaw noted that the site restoration sub group meeting had been held on 12th November. The minutes had been circulated to members in advance – DSG/SRSG(2014)M004 refers.

He noted that the majority of this had been dealt with earlier in the meeting and related to the safety issues and re-profiled plan. Other topics covered at the sub group meeting were reported as follows:

- The NDA
 - Had now published its response to stakeholder comments on its proposals for virtual reprocessing.
 - Were working on the next Government spending review in line with all Government departments.
 - Had recently held a National Risk Forum and raised the DSG's surprise that there was no stakeholder input into this as they have a completely different view on risk.
- Dounreay:
 - The incident with the Parida and whose decision it was to sail on the night it did had been raised. It was clarified that the decision rested with the Master of the boat.

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- An update was provided by Paul Dale, SEPA on the Particles Retrieval Advisory Group.

Bob Earnshaw then invited the following to provide an update:

NDA: Nigel Lowe noted:

- He had taken DSG's comments on the risk management workshop to those responsible in NDA.
- That the Magnox/RSRL sites consolidation was progressing to programme.

Dounreay: Mark Rouse reported:

- PFR completed isolation of the PFR surge tank system from the reactor gas blanket. This involved the welding of a blank into the 12" diameter surge line that connects the gas blanket with the surge tanks. The task was made more complex by the fact the welding had to be undertaken in a purged bag to protect from alkali metal and radiological hazards. This is a significant step in preparation of the reactor vessel for sodium treatment.
- At DFR, final adjustments and trials were completed on the cooling shroud for the gamma camera that is going to be deployed into the DFR vault (the shielded area outside the Reactor which contains the 24 cooling circuits). The trials, which included representing the temperature which the camera will encounter in the vault of approximately 60°C, were carried out in the main workshops. The camera will now be moved to the Element Storage Building at DFR, where a mock-up of the penetration through which it will be lowered into the vault has been made, for final trials. The camera is expected to be deployed before Christmas. It will give valuable information of radiation levels at specific points which is required by the teams planning the treatment of the residual NaK and dismantling of the circuits and reactor.
- In the Fuel Cycle area (D1251) the diamond wire cutting of the PIE cave continues. The roof has been removed and the sides of the cell are being cut into large blocks.
- The Unirradiated Fuel Characterisation Facility (UFCF) glovebox is being assembled by Redhall in Bristol. As David Flear had already mentioned, on 17th December, the regulators and a number of stakeholders were being invited to view the equipment that will be transferred for installation at Dounreay to enable repackaging of some fuels prior to transport offsite.
- ONR Inspectors had visited Janetstown last week to see the shaft mock up trials being carried out in T3uk. They indicated that the project's approach to testing the processes for sludges before completing the process design was good practice.
- New beach monitoring vehicles have been commissioned – this is to allow preparation for a seamless take over from the vehicles which have been used previously which were coming to the end of their life. The detector system is the same as before.
- The 20th shipment of Belgian waste had taken place.
- Following successful trial exercises to demonstrate the feasibility of combining the PFR, DFR and FCA Incident Control Centres (ICC) the site has moved to a single Site Incident Control Centre.

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- During November we had an audit to ensure the site's compliance with ISO 9001 and 14001 (environmental) and OHSAS 18001. Some challenges were noted however these audits showed there were some good systems and processes on the site.

ONR: Simon Boniface reported:

- The ONR quarterly report was now available on the website.
- ONR wrote to DSRL on 9th December in relation to leadership and management on the site. This formalised the outcome of an intervention in September 2014.
- As previously stated, ONR had already issued an Improvement Notice which ensured improvements across the site rather than specific to one plant.
- On the ventilation failure, previously reported, ONR had sent a letter to DSRL requesting further action.

SEPA: Roger Wilson reported:

- SEPA had been pre-occupied with the PFR sodium tank farm fire and had issued a letter of variance to the site.
- Discussion was ongoing with the site regarding the un-irradiated fuel plant programme.
- SEPA had received an application of surrender for Landfill 42.
- DSRL had reported a non-compliance on pollution control in relation to the encapsulation plant. DSRL has temporarily suspended operations to ensure all conditions were being met. Issues being addressed related to ground water sampling.

David Flear noted that, as mentioned previously, the NDA had circulated its draft business plan and indicated that this had been circulated to all members for their comment.

Action: DSG(2014)M004/A011: DSG members to provide comments on NDA draft business plan to June Love.

Action: DSG(2014)M004/A012: June Love to collate all comments on NDA draft business plan and submit to NDA.

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

DSG(2014)M004/A013: DSG Secretary to follow up letter to UK Government Minister on PWR3 considerations and request response re timing of report.

DSG(2014)M004/A014: DSG Secretary to circulate NDA's response to virtual reprocessing to DSG members for information.

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DSG(2014)M004/A015: DSG Business meeting to consider topic of change management and safety/environment occurrences on full DSG agenda for December.

DSG(2014)M004/A016: Christine Lee to be asked for an update on the PFR Flask Arrestor Gear crane.

DSG(2014)M004/A017: DSG Secretary to circulate NDA Strategy III questionnaire and stakeholder engagement/socio economics presentation for members to provide comments/feedback.

DSG(2014)M004/A018: DSG Secretary to organise meeting between NDA Head of Programme and DSG Business Meeting.

Socio Economic sub group update

Derrick Milnes provided the update. He noted that the sub group had met on 12th November and members had received the draft minutes in advance – DSG/SESG(2014)M004 refers. Of note the sub group received updates on:

- procurement and socio economic elements within contracts by DSRL's commercial department.
- the NDA Nuclear Archive – progress with the construction and commercial partner contracts.
- the production of programmes and plans for the CNSRP high level programme.
- the CNSRP programme manager and the Caithness Chamber of Commerce activities.

Derrick Milnes noted that a CNSRP Advisory Board meeting had been held in the afternoon of the 10th December. He invited following to provide an update:

CNSRP: Eann Sinclair reported:

- The interim job projections were on track with up to 147.5 jobs created or retained during the financial year.
- The first version of the CNSRP high level programme was presented. This outlined 14 major projects and enabling activities. A version will be available on the CNSRP website once it had been taken to the CNSRP Executive Board.
- The CNSRP would also consider the recent proposed changes to Caithness General Hospital and how this could impact on the economic development of the area.

NDA: Nigel Lowe, NDA Head of Programme reported:

- Information about the NDA Nuclear Archives would be displayed at Wick John O'Groats Airport.
- £150K was provided by the NDA to Venture North and details of this was provided at the launch event last week. He encouraged members to visit the Venture North website.

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Dounreay: Mark Rouse reported:

- A lot of work has been done by our socio economic alliance to update programmes which will be included in the Caithness & North Sutherland Regeneration Partnership high level programme. I believe there was a CNSRP Advisory Board meeting today which outlined this.
- The DMTR control room panels have now been relocated to Caithness Horizons.
- Dounreay attended the NDA National Supply Chain event in Manchester. The Commercial Department had a stand at this event to highlight the contract opportunities from the site. While this was a national event, DSRL have always encouraged, through the Chamber and other vehicles, involvement in site contracts from its local supply chain and the supply chain heard about the things DSRL have been putting in place to ensure a socio economic benefit from its procurement.
- The number of visitors to site continues to grow which shows how much interest there is in the work that is being done there – over the last couple of months DSRL have hosted visits from a group of 30 Nuclear Graduates, representatives from DECC, the ONR Director, STUC and visitors from Atomic Energy of Canada Ltd.

Caithness Chamber of Commerce: Trudy Morris reported:

- The North Highland Regeneration Fund (NHRF) had held its AGM on 21st November and celebrated entrepreneurship and enterprise. A dragon's den was organised to allow young students the opportunity to pitch their enterprise ideas and a number of companies who had benefited from NHRF funding had also been in attendance. Of note, it was pleasing to hear that the Dunnet Bay Distillery had been awarded £50K from the Scottish Edge funding and that they had also received a national award. The distillery had been provided with NHRF funding and advice/guidance through the Chamber mentoring programme.
- The Chamber had attended a workshop along with the North Highland College to discuss ways of taking the Wood report recommendations forward in relation to enterprise, foundation apprentices and Investing in Youth initiatives.
- The Make the Right Connections programme had come to an end and was currently being evaluated. The final report had just been finalised and showed a lot of successes but will also show that the reprofiled decommissioning plan had an impact on this programme of training.
- The Caithness Transport Forum had met last week and focussed on key issues. An exhibition on the re-alignment of the Berriedale Braes had been organised and draft orders had now been issued and providing there are no objections the option outlined will be taken forward. It was now important to ensure that the funding for this project was in the Scottish Government's capital plan. Scotrail had extended rail journey times from Inverness to Thurso/Wick and a number of trains had been cancelled of late. Discussions with Scotrail to improve the journey time was ongoing.

North Highland College: Donald MacBeath reported:

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- A number of development plans were being progressed and these would be featured within the high level CNSRP programme.
- There is a number of full time curriculum courses commencing on 15th September 2015.
- Work was ongoing to address the recommendations of the Wood report and discussions were ongoing on skills with local companies. The recommendations introduce some exciting developments and will open up opportunities for young people.
- The college was taking forward two fairly big development projects. Setting out to try to bring the main campus up to the quality of ETEC and ERI. We still have some buildings in the campus that were built in the 1960s and now need to be updated.
- North Highland College won a national award for innovation and training in relation to the Equestrian programme at Dale Farm. The award was presented at the Scottish College Development network event.

Members congratulated Donald MacBeath on the recent award.

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

DSG(2014)M004/A019: Members to provide any comments to outline draft paper on NDA's contribution to the economy of Caithness/North Sutherland by Friday 21st November 2014.

DSG(2014)M004/A020: David Flear to raise DSRL transportation contract in relation to DRS at the next Caithness Transport Forum.

DSG(2014)M004/A021: Mike Muir to have a discussion with CNSRP representatives on potential opportunities which could also benefit the area in terms of required infrastructure etc.

DSG(2014)M004/A022: DSG Secretary to circulate NDA Stakeholder engagement and socio economics presentation to allow members to provide comments/views.

DSG(2014)M004/A023: DSG Secretary to draft response to Highland Council's consultation on budget.

Before reporting on other activities, David Flear asked members if they wished to raise anything from the previous DSG minutes. No issues were raised.

David Flear noted that a report on inward investment activities had also been provided at the CNSRP Advisory Board and it was pleasing to hear there were a number of companies in early discussions. He noted that the proposal to look at off-site accommodation for Dounreay in the short term would benefit the longer term agenda for economic development.

David Flear re-iterated the key issues relating to the Caithness Transport Forum in connection with DRS commercial activities. Earlier information had indicated that there was a cost element associated with road and it had been suggested that DRS consider these issues in relation to rail freight. Trudy Morris noted that the DRS were taking action on this.

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David Flear noted the recent article in the press regarding changes to the Caithness General Hospital, as outlined by Eann Sinclair previously. He stated that the 2nd biggest employer in the area was health and felt that the health service should be represented on CNSRP to ensure they were aware that the changes being implemented would impact on the ability of Dounreay and others to recruit. Add to that the concept of having to travel 120 miles in an emergency this was not an acceptable position to be in. Trudy Morris added that the issue was that the hospitals do not have registrars and therefore it was difficult to attract people to this area because the on call duty was more onerous than in other areas. She did not know how this could be addressed but it appeared that this as the major factor. David Flear responded that there had also been good use of locum consultants and that there would be additional costs associated with transportation of patients etc.

Derrick Milnes stated that the changes to the hospital would continue to be of interest to all those involved in the economic development of the area. Disproportionate amounts of money would be spent on helicopters and transport. He felt that NHS needed to get their act together and it would be particularly important for our politicians to support the area on this subject.

9. QUESTIONS FROM MEMBERS OF THE PUBLIC

Liz Smith said she was appalled at the recent announcements from Caithness General Hospital and felt that if the changes were allowed to happen the hospital would turn into a community hospital. Staff were worried and angry at the recent announcements.

10. ANY OTHER BUSINESS

David Flear noted that it had been another busy three months with a number of DSG activities including:

- DSG members had been invited to attend the public viewing of the NDA Nuclear Archives plans held in Wick. It is good to see this moving forward steadily and with some socio economic benefit in both construction and commercial partner contracts.
- David Flear met with one of MoD's junior lieutenants to discuss communication between sites and community.
- David Flear also attended, with June Love, the Scottish Government's Scottish Nuclear Sites meeting the paperwork and a summary of the meeting had been circulated to all members.
- David Flear and Derrick Milnes met with STUC officials when they visited Caithness on 14th November.
- David Flear also attended the NDA National Stakeholder Event in November. Following that meeting information on the NDA's Strategy III had been circulated and DSG had now submitted a response along with one on the stakeholder engagement going forward.
- DSG continues to be involved with the Caithness Transport Forum as this links with some of the work involving DRS.

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- DSG continues to provide representation to the CNSRP Advisory Board meeting which was held earlier this afternoon.
- DSG members were given the opportunity to travel to Bristol to see the gloveboxes which will be used in association with exotic nuclear materials. David Flear will be visiting this facility along with a number of NDA and DSRL people.

John Deighan noted the interest taken in the issues around Caithness General Hospital and asked that DSG write a letter outlining the dis-benefits to the county in making these changes. David Flear noted that DSRL should also write as they would be looking to recruit for the ongoing decommissioning activities. This was agreed.

Action: DSG(2014)M004/A024: Secretary to draft letter from DSG with regards to the changes being proposed to Caithness General Hospital.

There being no further business, David Flear thanked everyone for their input, wished everyone a good Christmas break and formally closed the meeting.

David Flear
DSG Chairman
15th December 2014

Endorsed on 18th March 2015

ACTIONS ARISING FROM THIS MEETING

DSG(2014)M004/A001: June Love to put safety on site restoration sub group meeting as a standing agenda in order to review monthly progress reports from DSRL and updates from NDA and the regulators.

DSG(2014)M004/A002: June Love to circulate all presentations provided at meeting to DSG members.

DSG(2014)M004/A003: Nigel Lowe to look at the justifications cited for the transfer of the Exotics fuels to Sellafield.

DSG(2014)M004/A004: June Love to liaise with DSG members to identify a suitable date for all interested to visit the Pintail at Barrow.

DSG(2014)M004/A005: Tor Justad to forward the safety observations or an appropriate web-site link to Nigel Lowe via the DSG chair.

DSG(2014)M004/A006: June Love to confirm local procurement event once date is identified.

DSG(2014)M004/A007: June Love to co-ordinate pre-meeting with DSRL Managing Director on ASFL presentation.

DSG(2014)M004/A008: June Love to include 'health, safety and environment' on the December DSG agenda and inform site management and regulators that they will be invited to update at the public meeting.

DSG(2014)M004/A009: June Love to invite Eleanor Scott to next DSG Site Restoration sub group meeting (January 2015).

DSG(2014)M004/A010: June Love to organise a meeting with Phil Cartwright and the Business meeting to review socio economic spend for 2014-15.

DSG(2014)M004/A011: DSG members to provide comments on NDA draft business plan to June Love.

DSG(2014)M004/A012: June Love to collate all comments on NDA draft business plan and submit to NDA.

DSG(2014)M004/A013: DSG Secretary to follow up letter to UK Government Minister on PWR3 considerations and request response re timing of report.

DSG(2014)M004/A014: DSG Secretary to circulate NDA's response to virtual reprocessing to DSG members for information.

DSG(2014)M004/A015: DSG Business meeting to consider topic of change management and safety/environment occurrences on full DSG agenda for December.

DSG(2014)M004/A016: Christine Lee to ask for an update on the PFR Flask Arrestor Gear crane.

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DSG(2014)M004/A017: DSG Secretary to circulate NDA Strategy III questionnaire and stakeholder engagement/socio economics presentation for members to provide comments/feedback.

DSG(2014)M004/A018: DSG Secretary to organise meeting between NDA Head of Programme and DSG Business Meeting.

DSG(2014)M004/A019: Members to provide any comments to outline draft paper on NDA's contribution to the economy of Caithness/North Sutherland by Friday 21st November 2014.

DSG(2014)M004/A020: David Flear to raise DSRL transportation contract in relation to DRS at the next Caithness Transport Forum.

DSG(2014)M004/A021: Mike Muir to have a discussion with CNSRP representatives on potential opportunities which could also benefit the area in terms of required infrastructure etc.

DSG(2014)M004/A022: DSG Secretary to circulate NDA Stakeholder engagement and socio economics presentation to allow members to provide comments/views.

DSG(2014)M004/A023: DSG Secretary to draft response to Highland Council's consultation on budget. Action complete: response provided re ensuring the area can continue to regenerate and that HC need to take account of this.

DSG(2014)M004/A024: Secretary to draft letter from DSG with regards to the changes being proposed to Caithness General Hospital.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

DSG (2014)M002/A007: Secretary to liaise with Scottish Government to explore whether a presentation on Higher Activity Waste implementation would be available for the June meeting. **Action ongoing:** *Looking at a date in early January.*

DSG(2014)M002/A012: Bob Kury, Deputy Managing Director, Dounreay to share learnings from the DSRL study into the Interim End State with DSG when available. **Action ongoing:** Longer term action.

DSG(2014)M002/A014: CNC to provide presentation on CNC's role to the next site restoration sub group meeting.

DSG (2014)M002/A025: Eann Sinclair to provide a timeline of actions generated from the Tourism meeting.

DSG(2014)M003/A009: Emma Forbes, Highland Council Planning, to look into the issue of excessive noise at the CNC Firing Range and report back to DSG.

DSG(2014)M003/A011: Roger Wilson to provide information on the number of hydrogeologists that SEPA have at present and what would be required for the future.

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