

**DOUNREAY STAKEHOLDER GROUP  
BUSINESS MEETING**

**DSG/BM(2015)M001**

**Minutes of the DSG Business meeting held on Friday 23<sup>rd</sup> January 2015 at 1330 hours in  
Dounreay.com, Thurso.**

<b>Present:</b>	David Flear	DSG Chairman
	Derrick Milnes	DSG Vice-chairman / DSG Socio Economic Sub Group chair
	June Love	DSRL / DSG Secretariat
	Phil Cartwright	DSRL Socio Economic and Communications Manager (part-time)

## **MINUTES**

### **1. WELCOME**

David Flear welcomed everyone to the meeting.

### **2. APOLOGIES**

Apologies were received from Bob Earnshaw.

### **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)M004 refers. The minutes were accepted as a true reflection of the meeting.

### **4. PROGRESS ON ACTIONS**

Members reviewed the current status of actions and were content that progress was being made to close these out in a timely manner.

David Flear noted that there was an action of Highland Council to progress Environmental Health undertaking their own noise monitoring in respect of CNC Firing Range. Action DSG(2014)M003/A009 refers. He asked if this action could be prompted to ensure it was carried out as soon as possible. June Love agreed to progress this with Highland Council.

### **5. ISSUES ARISING FROM SUB GROUP MEETINGS**

The draft minutes of the main DSG meeting (Dec), socio economic sub group (Jan) and site restoration sub group (Jan) were reviewed. No issues were raised at this time.

### **6. DOUNREAY STAKEHOLDER GROUP – MARCH 2015 MEETING**

The agenda for the March meeting was discussed. NDA/DSRL had suggested a presentation on the UFCF (Unirradiated Fuel Characterisation Facility) given a recent visit by a number of regulators and stakeholders to Bristol. This would include a time-lapsed video and also a five minute presentation from one of the DSRL Apprentices who had visited the facility.

David Flear also asked that 'safety improvements' be added to the agenda and to ask Mark Rouse to provide an update to members.

**Action: DSG/BM(2014)M004/A001: June Love to include safety improvements on the March DSG agenda.**

## **7. ANNUAL GENERAL MEETING**

The paperwork for the Annual General Meeting was discussed and it was agreed that the secretary would provide draft documents to the Business Meeting electronically for approval before issue for the AGM.

David Flear stated he would be happy to re-stand as chairman for one further year. Derrick Milnes confirmed he was also willing to re-stand.

David Flear asked the secretary to enquire whether Bob Earnshaw was willing to re-stand. David Flear noted that this did not negate others coming forward or being nominated for these posts.

**Action: DSG/BM(2015)M001/A002: June Love to speak to Bob Earnshaw in relation to the Annual General Meeting.**

The agenda for the AGM was agreed.

## **8. ANY OTHER BUSINESS**

The following was discussed:

- Phil Cartwright joined the meeting and the socio economic funding spend was discussed. Phil Cartwright noted that a funding application had recently been received and this was currently going through due process (Secretary's note: Phil Cartwright did not go into detail as he has not been privy to discussions on this funding application as he has a declare interest). David Flear noted that the process for reviewing funding applications now included input from a DSG and CNSRP representative.
- David Flear asked what progress was being made with the off-site accommodation. Phil Cartwright responded that options were being considered and would be appraised. Discussions were ongoing with HIE.

Phil Cartwright then left the meeting.

- David Flear noted that he and Derrick Milnes would attend an NDA Site Stakeholder Group Chair's Forum in Warrington on 24<sup>th</sup> February.
- David Flear noted that Simon Tucker, Project Manager for the NDA Nuclear Archives would visit Caithness in March. He asked the secretary to progress the date for a meeting with DSG.

**Action: DSG/BM(2015)M001/A003: June Love to confirm date of meeting with Simon Tucker, NDA Nuclear Archives Project Manager and confirm with DSG members.**

- David Flear noted that, following the DSG letter regarding Caithness General Hospital, a meeting with representatives from NHS would take place on 9<sup>th</sup> February at 1030 hrs. He had suggested further representation at this meeting and June Love would ensure details of the meeting were sent out to those who would attend.

**Action: DSG/BM(2015)M001/A004: June Love to confirm the NHS meeting with representatives of DSG.**

Endorsed on 12<sup>th</sup> May 2015

**9. CLOSE**

There being no further business, David Flear closed the meeting.

**David Flear**  
**DSG Chairman**  
24<sup>th</sup> January 2015

**ACTIONS ARISING FROM THIS MEETING**

DSG/BM(2014)M004/A001: June Love to include safety improvements on the March DSG agenda.

DSG/BM(2015)M001/A002: June Love to speak to Bob Earnshaw in relation to the Annual General Meeting.

DSG/BM(2015)M001/A003: June Love to confirm date of meeting with Simon Tucker, NDA Nuclear Archives Project Manager and confirm with DSG members.

DSG/BM(2015)M001/A004: June Love to confirm the NHS meeting with representatives of DSG.