

DSG(2018)P005

DOUNREAY STAKEHOLDER GROUP

DOUNREAY SOCIO ECONOMIC ALLIANCE UPDATE, JANUARY 2018

NDA Direct Support

-) **Wick Harbour Authority:** Funding has been committed by NDA to support infrastructure at the Wick harbour which will support the sustainable jobs created from the offshore wind farm(s). In addition, Dounreay agreed to fund the design of a high water gate. The design element has just been completed Dounreay funding will be released on receipt of invoice.

Regular meetings with NDA and HIE take place with Wick Harbour Authority as Wick Harbour Authority is currently updating their business case. HIE is expected to make a funding decision following receipt of the business case.

-) **Nucleus, the Nuclear and Caithness Archives:** The project was a winner at the Scottish Awards for Quality in Planning 2017. Designed by Edinburgh architects Reiach and Hall, the triangular building has a large public area, including a reading room and community space for exhibitions, study or training. In addition Nucleus was awarded Public Building of the Year and Editors Choice in the annual Architect's Journal awards. Place of Deposit status was awarded in December by the National Archive meaning that a large volume of nuclear records will begin to migrate in earnest in the next few weeks. Restore is currently recruiting an additional four archivists to be located in Nucleus, taking the Operations team up to 10 personnel.
-) **North Highland Regeneration Fund:** The NHRF held its first meeting of 2018 early in January. Tourism is now included in the criteria for applications.
-) **Scrabster Harbour Trust:** A request for funding to support project management services to inform the affordability of the redevelopment of the St Ola Pier has been submitted. The funding request is for £150K which will cover half the cost of this work, with Scrabster Harbour Trust funding the remaining £150K. This project is included within the oil and gas project priorities of CNSRP.
-) **Community Sports Hub:** The NDA has recently changed its policy to be able to consider support sports facilities. The Community Sports Hub continues to look at the potential for using the Viewfirth land and discussions have taken place with NDA seeking funding for an indoor sports facility. Funding will also be sought from Sports Scotland and other potential funders.
-) A number of informal funding enquiries have been made to NDA including approaches from Caithness Broch Project, John O Groat Mill Redevelopment and proposals relating to town centre development in Thurso and Wick.
-) The NDA is holding an event in Holyrood to raise awareness of the NDA's mission and economic benefits of decommissioning activities on the NDA's Scottish sites. The event will be hosted by

Gail Ross, MSP, George Gibson MSP (Hunterston) and Oliver Mundell MSP (Chapelcross) and the intention is to raise awareness of MSPs who have SME's in their constituencies benefitting from the nuclear decommissioning supply chain . This event will take place in May 2018.

Dounreay Activities

) **Dounreay Socio Economic Budget for 2017/18:** The table below shows progress against committed spend, as at the end of December 2017.

PROJECT	Funding Committed	Estimated to year end.
Socio Economic Staff Costs	£51,000.00	£25,000.00
HIE Inward Investment Support	£33,500.00	£35,000.00
North Highland College Secondment	£18,000.00	£18,000.00
CNSRP Programme Manager & support	£33,500.00	£37,500.00
CNSRP Annual Report	£4,000.00	£4,000.00
CNSRP Review	£10,000.00	£2880.00
Caithness Horizons	£90,000.00	£90,000.00
Caithness Horizons – business development	£30,000.00	£30,000.00
Business Development	£11,000.00	£10,000.70
DSRL Direct Funding - Support to PM Services (UKVL)	£50,000.00	£50,000.70
DSRL Direct Funding - Wick Harbour high water gate	£125,000.00	£125,000.00
DSRL Direct Funding - Business Mentoring Project	£15,000.00	£15,000.00
DSRL Direct Funding - Caithness Transport Forum	£10,000.00	£10,000.00
DSRL Direct Funding – UKVL Sutherland	£50,000.00	£50,000.00
DSRL Direct Funding – Tidal: O&M strategy	£20,000.00	£20,000.00
DSRL Direct Funding – offshore wind: supply chain gap	£50,000.00	£50,000.00
DSRL Direct Funding – CoCC airport study	£15,000.00	£15,000.00
Education events & STEM	£21,500.00	£16,500.00
Dounreay Communities Fund	£20,000.00	£20,000.00
Total	£519,500.00	£623,881.40
Plus carry over from 2016/17	£138,000.00	
TOTALS	£657,500.00	

NB: Funding committed is currently over budget but will be refined by end of financial year to ensure no overspend - estimates for year end are within budget of £638,000.

) **CNSRP funding requests:** Funding applications were received by CNSRP to the Dounreay Socio Economic Board (DSEB). In line with CNSRP priority projects DSEB agreed funding for the following projects:

- Support to Project Management Services for UKVL (space): £50K
- Tidal O&M strategy development: £20K
- Offshore wind supply chain analysis: £50K

These projects are also co-funded by CNSRP partner, HIE.

) Three other funding requests to DSRL were not approved and the CNSRP programme manager has been invited back to DSEB in February to clarify some questions raised when considering these applications. The applications, all identified within the CNSRP programme, covered business services, nuclear services and North Coast 500.

-) **Airport study:** Funding of £15K has been provided to the Caithness Chamber of Commerce which will be used for an airport study. This project is due to be complete late February/early March 2018.
-) **Caithness Horizons:** The historical funding commitment from UKAEA has now ceased with the last payment of £90K provided for financial year 2017/18. Following a number of discussions with the Caithness Horizons Chairman, a request for funding of £30K was agreed to support the appointment of a business development officer who is now in post and looking at identifying an operating model which will allow them to become more sustainable for the future. In addition, Caithness Horizons have indicated that while they wish to become more sustainable it would be difficult to do so without the funding support of Dounreay and Highland Council for the next financial year. A joint meeting of the co-funders was set up and Dounreay will commit to supporting CH into next financial year with funding of £75K but this is set against a number of conditions including the requirement for The Highland Council to continue their financial support also.
-) **CNSRP Chairman:** An informal funding request has also been received to support the appointment of a new independent Chair for CNSRP in 2018/19 and 2019/20. This application will be considered at the February 2018 Dounreay Socio Economic Board meeting.
-) **CNSRP Funding meeting:** CNSRP has set up Funding Coordination sub group with the purpose of focussed reviewing the projected funding and resource requirements of the CNSRP major projects and key enabling activities. Both NDA and DSRL are involved with this sub group along with CNSRP partner, HIE.

Progress with projects

-) **Cavendish Nuclear Project:** No change in progress to the last report. This project is part of the CNSRP nuclear services project and will progress alongside other work that is essential for any transition of staff to non Dounreay activities. Discussions at the DSRL Board level have taken place.
-) **Community Sports Hub:** Cavendish Nuclear has agreed the continued secondment of 0.1 fte to continue to progress this project.
-) **Wick Harbour Authority:** The Cavendish Nuclear secondment to support WHA continues with agreement to continue this year.
-) **Staffing profile:** The Dounreay staffing profile has been provided to CNSRP and DSG in earlier reports. An update, and subject to approval of the site decommissioning plan, will be made available in April 2018.

Heritage

-) The Heritage Advisory Panel held its 8th meeting in Inverness on 17 Nov 2017.
-) Fourteen objects were donated to Caithness Horizons:
 - Site restoration trophy (Caithness glass rosebowl)
 - DMTR tube (plain aluminium table for DMTR element)
 - Police badge set.

- Bone china ashtray
- Ladybird book 'Nuclear Power'
- Christmas card
- Employment offer letter (original dated 31 Jul 1974).
- PFR clock
- Fire Brigade badge
- Teaspoon (image of sphere)
- International safety award 2011
- Pay ID card (from 1967)
- UKAEA coat of arms model
- Bracelet charm (image of sphere)

) Four Dounreay apprentices have been working with other young people and the V&A Dundee museum, on the Scottish Design Relay project to create a prototype featuring the sphere, for display in the V&A Dundee museum, which is opening in summer 2018.

<https://www.vandadundee.org/news-and-blog/news/vanda-dundee-launches-the-scottish-design-relay>

) Five heritage objects were collected in the period:

- UKAEA tie
- Dounreay householders handbook 4th edition (early 1970s)
- PFR headscarf
- Teletector radiation monitor in wooden box (early 1960s)
- Metric converter pocket sized booklet



) Seven leavers completed a Dounreay Memories form.

) A new PhD student, Annie MacDonald, is due to visit Dounreay along with Jim MacPherson, UHI to begin working towards a thesis. The topic is “Archiving a nuclear past: exploring the nuclear energy industry and its community impact in Britain”. This will examine the impact of the nuclear energy industry on the communities of Britain, and consider how this history is collected and curated for wider social benefit. This research will utilise public history techniques including oral history and community outreach to inform the development of a national civil nuclear archive. A case study approach will explore ideas of gender within civil nuclear industry, with the aim of assessing how curation of nuclear energy collections is impacted by power dynamics of gender and labour. More broadly, this will inform how issues of representation are addressed in curatorial models.

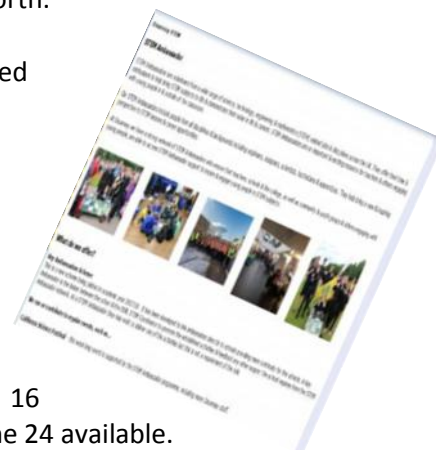
Workforce and Skills

) **North Highland College UHI secondment:** 0.4 FTE seconded to NHC to support the senior phase programme designed to provide additional subject opportunities not available to them through the school curriculum. Brochures for the three hubs: north (Thurso, Wick and Farr), Sutherland

(Golspie and Dornoch) and Sutherland/Ross-shire (Tain, Invergordon, Alness and Dingwall) have been produced and issued to schools. A heavy engagement programme with all the schools commenced in November and will continue through to March, in line with subject choices for the next academic year.

Following the success of the two day taster sessions for all S3 to S6 pupils from Wick, Thurso and Farr to the Thurso campus last February; this is being repeated again in February 2018 and being rolled out to the other secondary schools at the campuses in Dornoch and Alness. These events are being supported by Developing the Young Workforce and AspireNorth.

-) **STEM:** Since April 2017 24 new STEM Ambassadors have been identified giving a total of 80 Dounreay STEM Ambassadors registered.
-) **STEM:** A number of STEM activities continue to be rolled out through this academic year in primary and secondary schools in Caithness & North Sutherland. Some of our new graduates and 2nd year apprentices have all been enrolled as STEM Ambassadors. A new STEM page has been published on the Intranet.
-) **Key Ambassadors:** The Key Ambassador programme is working well. 16 DSRL Ambassadors have taken up the role of key ambassador out of the 24 available.
-) **CREST Awards:** Six DSRL apprentice ambassadors are running CREST Awards in three local primary schools, involving 61 pupils. This is an investigation based scheme, where the pupils complete eight tasks spread over a period of time with the guidance of the ambassadors, leading to the completion of a Star or Superstar Award, depending on age. All the pupils are registered with CREST.
-) **Planet Pioneers:** The pupils participating in this project are in years P4-P7 of four feeder schools to Thurso High School. The aim is to investigate, in teams, the travel and environment of other planets in the Solar System, with a view to travelling there and staying there for a planet year. A lot of investigation and interesting science is involved; six DSRL ambassadors are involved as “consultants. The project runs until May 2018 and involves around 75 pupils. The project also has the aim of transitioning pupils into high school and introducing them to STEM professionals from the local industries.
-) **Natural Disasters:** Two DSRL STEM ambassadors have developed and are delivering this project to P5-P7 pupils in Newton Park Primary School.
-) **K’Nex:** Two DSRL ambassadors have been using K’Nex to run mechanical engineering workshops at Mount Pleasant Primary School.
-) **Caithness Science Festival:** Around 10 DSRL ambassadors will be involved in the family day in March at Wick High School. DSRL Apprentice STEM Ambassadors support activities throughout the festival and three female STEM Ambassadors will be presenting to Brownies and Girl Guides on STEM careers.
-) **Engineering Industry Day:** DSRL with other local supply chain companies and North Highland College UHI delivered this event on 6 December to 45 S4-6 pupils from Thurso, Wick and Farr High Schools to prepare the pupils for apprenticeship applications.



-) **Science Project:** Three DSRL STEM Ambassadors are delivering a science project to P5 pupils at Pennyland Primary School. The project is aimed at space and is being developed by the ambassadors; two new ambassadors working together with an experienced ambassador.
-) **People Like Me:** This initiative aims to support recruitment of girls into STEM subjects post-16, particularly those that typically do not choose topics such as physics and engineering. Aberdeen Science Centre STEM hub is delivering the training course to 22 DSRL STEM Ambassadors on 26 January.
-) **STEM talks to junior secondary pupils:** DSRL and Nuvia STEM Ambassadors are delivering separate talks to S1/S2 girls and boys at local secondary schools to encourage them to study STEM subjects. DSRL's STEM Coordinator arranged this following the decline in girls attending the Engineering Industry Day event in December. The aim is our young female and male STEM Ambassador will demonstrate to them that this is a good career choice for both genders.
-) **Goblin Car:** The Greenpower Goblin Car project is going well with four kits being built by local primary schools with support from Dounreay and Rolls Royce apprentices. All four schools will attend the final in Alford in June 2018.
-) **S3 visit it Dounreay:** Dounreay is again hosting a visit to the site for S3 pupils from local secondary schools who have an interest in engineering and/or science. The aim of the visit is to give them an insight into a real engineering project, visit the labs and speak to engineers/chemists.
-) **Scottish Design Relay:** Four Dounreay Apprentice STEM Ambassadors from the design office participated in the Scottish Design Relay. They worked with the V&A Museum of Design in Dundee to create a new travel app to promote the natural and manmade attractions of Caithness.
-) **North Highland College UHI/Dounreay Working Group** will meet for the second time on 1 February where discussions on various potential opportunities will continue.
-) **Developing the Young Workforce:** Support continues with the project with a Dounreay representative sitting on the Board. NDA funding support for the project concludes at the end of next financial year. Nine Dounreay staff has registered their interest in becoming a DYW Business Ambassador with several having completed the induction on 15 & 17 January. Several have supported mock interviews for S4 pupils at Farr, Thurso and Wick High Schools.
-) **Voluntary redundancies:** The programme of voluntary redundancies is now in underway. A small number of employees left in the period up to 31 December 2017 and there will be some further departures by 31 March 2018. The bulk of staff will leave during the period April to June 2018, with a residual small number of people expected to leave during the rest of the financial year. Knowledge Transfer plans are being developed and transition support for leavers is being offered.



-) A **Dounreay transition board** has been established to oversee the formal processes associated with people leaving the business, including the management of change process. This ensures that detailed arrangements are in place to protect safety, security and the environment as responsibilities are changed to accommodate individuals who are leaving. The second meeting has recently been held.
-) **Dounreay Women's Network:** The network continues to grow with membership increasing month on month. In order to achieve the ambitious goal of being recognised as the leading NDA site for employing women in leadership roles, the focus this year has been on enabling activities that help build confidence and identify new opportunities amongst members. Mentoring has been a key focus area with the development of a new group mentoring programme that is tailored around common themes. A trial programme is now underway and feedback from this will determine if the mentoring programme is adding real value with a view to cascading across the site. Other activities have included attendance at confidence building sessions, exchange visit to other sites within the nuclear estate and shadowing opportunities with senior women within the partner organisations.

As of 22nd January 2018, it was confirmed that Fiona Bruce, Executive Support Manager, is one of three national finalists in the 'champion of the year' category of the Women in Nuclear UK awards due to be held at the end of January. Her nomination and shortlisting reflects her personal effort leading the Women's Network, but also the wider effort of the group in building recognition of the importance of gender balance and diversity.

-) **Equality, Diversity & Inclusion (EDI):** A significant amount of work has been carried out to raise awareness about EDI across the site. Internal and external data gathering was carried out over the last 12 months to help Dounreay and the NDA identify the key issues which will allow focus to be concentrated on these needs. The findings have been shared with the workforce, and EDI is now a regular feature in the site's internal communications and management meeting agendas. In recognition of the importance of EDI in the workplace, this will be included in the Dounreay Professionalism booklet and the Dounreay Improvement plan. EDI was the standard of the month in September, where Dounreay supported National Inclusion Week. The site also participated in an NDA estate wide data gathering exercise in December with feedback expected shortly.

Procurement

-) LINC registrations continue to grow and the number of companies registered now sits at over 120. The second opportunity was published in November and relates to Processing Cells - in cell components size reduction methodology. This has resulted in 7 submissions from the registered companies 3 of which are actively collaborating with other LINC companies for a solution which is the one of the key objectives of LINC. These submissions are currently being reviewed by the project team. Two opportunities per quarter will be made available to the scheme.



-) A number of major procurements are presently running including:
 - The formal commercial process for the decommissioning services framework valued at £400M has started to put a decommissioning services framework contract in place with

the competition notice published just before Christmas. This will provide the right supply chain expertise and support to help with construction and demolition activities as part of the next phase of decommissioning. The framework is programmed to be awarded in August 2018.

- The competition for ICT (Information Communication Technology) will reach a conclusion towards the end of March 2018.
- The Maintenance, Repairs and Operations (MRO) supplies contract, valued at £6M, will be awarded in March 2018. This is to identify a single supplier of low value consumable items for the site.
- Tender returns for the demolition of DMTR, valued at £7M, are due in March 2018.
- Tender returns for the removal of DFR residual NaK are due in March 2018.

) The Scaffolding framework contract has recently been awarded to three companies, two of these are local companies.

) Local companies, Calder Engineering, Jacobs, JGC Engineering, Forsyths and Gow's in partnership with Serimax have been successful in securing the framework contract for major mechanical, electrical, control and instrumentation services.

Charitable giving

) In addition to the Dounreay Communities Fund, over £10,000 was donated to good causes in the run up to Christmas, including:

- o Caithness Foodbank
- o Caithness FM Toy Appeal
- o Crohn's and Colitis UK



CAITHNESS AND NORTH SUTHERLAND REGENERATION PARTNERSHIP (CNSRP) PROGRAMME ACTIVITIES

) **Dounreay Socio Economic committed spend for 2017/18:** The activities listed below is the Dounreay Socio Economic Alliance's support provided to the Caithness and North Sutherland Regeneration Partnership.

Activity / Spend (17/18)	Deliverables	Due date	Status
CNSRP Programme Manager funding £33,500.00	Job description reviewed and agreed.	28 Apr 2017	Complete
	Annual objectives agreed	28 Apr 2017	Complete
	Bi-monthly articles for site in-house magazine on CNSRP related activities.	May 2017 Aug 2017 Oct 17 Nov 17 Feb 18	CNSRP activities Newton rooms Wick Harbour Scrabster Harbour

Activity / Spend (17/18)	Deliverables	Due date	Status
	Quarterly updates via CNSRP delivery group on progress	Jul 2017 Oct 2017 Dec 2017 Jan 2018	Complete Complete Complete
	Consult with DSRL re comms plan strategy	(ongoing) March 2018	Ongoing
CNSRP Youth Conference £20K	A change of use of funding was requested and agreed via the Dounreay Socio Economic Board. The funding will now go towards the revamp of part of the CNSRP website and branding. The Chamber, through DYW project, will organise the Youth conference and website will be ready at same time.	30 Aug 2017	Complete: November 2017: Website was revamped and funding provided (£3K).
CNSRP Programme Support Simon Middlemas (Cavendish Nuclear support) Funding provided by CN for this activity.	Provision of support to: – CNSRP programme – CNSRP scopes/plans – CNSRP website support		Finalised website revamp. CNSRP Programme, scopes and plans provided. CNSRP funders meeting now set up.
Caithness Transport Forum £10,000	Key indicators and targets agreed	1 Apr 2017	Complete
	Annual summary of impacts	28 Feb 2018	
Business mentoring project Chamber of Commerce £15,000	Key indicators and targets agreed	21 Apr 2017	Complete
	Monthly progress reports	1 May 2017 1 June 2017 1 July 2017 1 Aug 2017 1 Sep 2017 1 Oct 2017 1 Nov 2017 1 Dec 2017 1 Jan 2018 1 Feb 2018 1 Mar 2018	Complete Complete Complete Complete Complete Complete Complete Complete Complete
	Feedback from beneficiaries	3 July 2017 2 Oct 2017 3 Jan 2018	Complete Complete Complete
	Annual Report summarising impacts	28 Feb 2018	
UKVL Sutherland Programme Management support to space project £50,000	Terms and Conditions agreed	13 Apr 2017	Complete
	Monthly updates	1 May 2017 1 Jun 2017 1 Jul 2017	Complete Complete Complete
	Impact Assessment report	31 Jul 2017	Complete
Inward Investment secondment £33,500	Job description agreed	28 Apr 2017	Complete
	Objectives for 2017/18 agreed	28 April 2017	Complete
	Six monthly review held	1 Oct 2017	Complete
North Highland College secondment (School link) £18,000	Job description agreed	12 May 2017	Complete
	Objectives agreed for 2017/18	12 May 2017	Complete
	Interim impact assessment report	30 Nov 2017	Complete

Activity / Spend (17/18)	Deliverables	Due date	Status
	Final impact assessment report	30 Mar 2018	
Wick Harbour Authority high water gate protection. £125,000	Agreement to provide funding to support the design.	<i>Awaiting clarification of when required.</i>	Discussions on going to make payment Q4

Updates on CNSRP Programme is provided in DSG(2018)P004.

CNSRP SECONDMENTS

-) **Inward Investment secondment:** 0.5 fte supporting HIE Inward Investment activities. The CNSRP scopes and plans outline the support to be provided by this secondment. Work continues in a number of CNSRP priority areas, including:

 - o UKVL Sutherland
 - o Tidal
 - o Offshore Wind
 - o Business Services
 - o Nuclear Services
 - o North Coast 500

-) **North Highland College secondment:** 0.2 FTE seconded to NHC to support the senior phase programme designed to support pupils with their school senior phase programme. The impacts of this secondment will be reported at the end of this financial year.

-) **Wick Harbour Authority:** Cavendish Nuclear seconded 0.5 fte to Wick Harbour Authority will continue next financial year following agreement from Cavendish Nuclear in December 2017.

-) **Community Sports Hub:** Cavendish Nuclear seconded 0.1 fte to support this project with the development of a business case and fundraising activities will continue next financial year.

-) **CNSRP Programme Support:** Cavendish Nuclear, through its contractor, has supported the CNSRP programme activity throughout the year. During this quarter work has been ongoing to develop the CNSRP website and information required for a CNSRP funders meeting. The first funders meeting was held in January with a second scheduled in February 2018.

Dounreay Socio Economic Alliance
19th January 2018