

Mr Alastair Macdonald
Chair, Dounreay Stakeholder Group
c/o June Love
Dounreay

21st April 2009

Dear Alastair

DSRL/LOCAL COMMUNITY LIAISON GROUP

As part of the low level waste planning application a condition set by Highland Council is to establish a liaison group between the applicant, nominated contractor and the local community during construction of the facility.

DSRL recognises that other decommissioning activities also have the potential to impact on the daily lives of our near neighbours, and wish to establish a liaison group that responds, not only to, the low level waste planning condition but to also consider any other site activities which fall into this category.

The liaison group will allow provision for effective community liaison and engagement in the interest of protecting as far as possible the amenity of near residents whilst recognising the legitimate work programme and aims of DSRL.

To ensure the membership of the group is manageable we are inviting a representative from each area, ie Buldoo, Achreamie/Upper Dounreay/our tenants, Caithness West Community Council and Dounreay Stakeholder Group to be members of the group.

Therefore should Dounreay Stakeholder Group wish to be included in this group, we ask that you appoint a representative (and deputy), who lives outwith the Buldoo area that will be available to attend the meetings during the working day. The appointed representatives should then contact Marie Mackay, on telephone number 01847 806087 to confirm their attendance by Thursday 30th April.

It is proposed to hold the preliminary liaison group meeting in early/mid June at Dounreay. Further details will be provided in due course. I attach a draft terms of reference which will be discussed at this meeting.

Please contact Marie Mackay on the number above should you wish to discuss any of the above further.

Yours sincerely

Alan Coghill
Estates Services Manager
Chair DSRL/Local Community Liaison Group (delegate)

DSRL/LOCAL COMMUNITY LIAISON GROUP

1. INTRODUCTION

As part of the low level waste planning application a condition set by Highland Council is to establish a liaison group between the applicant, nominated contractor and the local community during construction of the facility.

DSRL recognises that other decommissioning activities also have the potential to impact on the daily lives of the near neighbours, Buldoo residents in particular, and wish to establish a liaison group that responds, not only to, the low level waste planning condition but to also consider any other site activities which fall into this category.

The liaison group will allow provision for effective community liaison and engagement in the interest of protecting as far as possible the amenity of near residents whilst recognising the legitimate work programme and aims of DSRL.

2. AIMS AND OBJECTIVES

The purpose of the liaison group will be to:

Low Level Waste facility

- To advise residents prior to work commencing on key phases of work (such as excavation and construction)
- To advise timescales of activities
- To monitor mitigation measures that have been put in place
- To provide information on planning conditions and SEPA requirements
- To provide notification of any alterations to planning conditions
- To give opportunities for local community residents to visit the site and observe activities
- To establish a single point of contact for the community
- To provide regular reporting arrangements

Other site decommissioning activities

- To provide a forum where residents can be advised prior to work commencing on any activity that may impact on their daily lives
- To advise timescales for site activities
- To give opportunities for local community residents to raise any issues/concerns they may have
- To give opportunities for local community residents to visit the site and observe activities
- To establish a single point of contact for the community
- To provide regular reporting arrangements

3. MEMBERSHIP

The liaison group should consist of:

Core membership

- The Estates Manager (Alan Coghill) Chair
- The Community Relations Officer (Marie Mackay) Secretary
- Two representatives from the Buldoo Residents Group
- One representative from the Dounreay Stakeholder Group (outwith the Buldoo area)

- One representative from Caithness West Community Council
- One representative from Others – Achrearnie/Upper Dounreay/Isauld/tenants

Core members should also ensure that nominated deputies are in place for times of absence.

Invite as and when appropriate

- Project Manager for low level waste facility (Michael Tait or nominee)
- Other project managers (for site projects, as appropriate)
- Nominated contractor for low level waste facility
- Nominated contractor (for other site projects, as appropriate)
- Highland Council, Planning
- SEPA
- NII
- DSRL environmental representatives

4. FREQUENCY OF MEETINGS

It is proposed that meetings are held on a 3 monthly basis, and at key stages of the low level waste project.

It is proposed that the meeting take place at Dounreay during the working day.

5. SINGLE POINT OF CONTACT

It is proposed that the single point of contact for any issues that Buldoo residents wish to raise outwith the meetings is with the liaison meeting secretary who will ensure that issues are discussed with the Estates Manager and the appropriate project manager/nominated contractor and a response provided no later than 5 working days of receipt of request.