

DOUNREAY STAKEHOLDER GROUP

Minutes of the DSG meeting held on Wednesday 4th September 2019 at 1900 hrs in the Pentland Hotel (Ballroom), Thurso.

Present:	Roger Saxon	DSG Chair
	Cllr Struan Mackie	Highland Council (DSG Vice-chair)
	Cllr Willie Mackay	Highland Council (Site Restoration sub group chair)
	John Deighan	Thurso & Wick TU Council (Deputy)
	Gillian Coghill	Independent chair, Buldoo Residents Groups
	David Broughton	Co-opted member of the public
	Roy Blackburn	Co-opted member of the public
	George McDougall	Caithness West Community Council
	Alastair MacDonald	DSG, Honorary member
	Bob Earnshaw	DSG, Honorary member
	Andrew Taylor	SGRIP
	Ron Gunn	CHAT
	Trudy Morris	Caithness Chamber of Commerce
	Eann Sinclair	Highlands and Islands Enterprise
	Peter Faccenda	Caithness & North Sutherland Regeneration Partnership

In addition:	June Love	DSG Secretariat, DSRL
	Stuart Pyper	NDA Programme Manager
	Steve Beckitt	DSRL
	Stewart Ballantine	SEPA
	Ian Rogers	ONR
	Wendy Newton	Head of Establishment, Vulcan (MOD)
	Supt. Andy Peden	CNC
	Emma Gunn	Apprentice, DSRL
	James MacKintosh	Apprentice, DSRL

1. WELCOME AND INTRODUCTIONS

Roger Saxon welcomed everyone to the meeting. Before commencing the meeting he noted the sad news of the passing of Ronnie Johnstone who had been a stalwart of the DSG since it had begun in 2005. He recalled fond memories of Ronnie's timely interjections at meetings and even when he was ticking someone off he did so in his own polite and gentle way. Roger added that DSG had lost a very decent and committed individual who cared deeply about the community and thoughts were with his family at this very sad time. A minute silence was observed for members to reflect and remember Ronnie Johnstone who would be sadly missed.

Roger Saxon welcomed Emma Gunn and James Macintosh to the meeting. Both apprentices at the time they had attended the NDA Stakeholder summit in July in their STEM ambassador roles along with DSG and site representatives. An invitation had been extended to them to come along to the meeting to outline what they got out of the event.

Roger also welcomed Gary Stronach and Alison Dow, 2nd Thurso Scout Group and also Valerie Webster, Wick Triathlon Club. The DSG Business meeting had discussed the potential of inviting successful applicants of the Dounreay Community Fund to attend part of the meeting to them to outline to members what the funding from the Communities Fund meant to their organisations. He noted that:

- The 2nd Thurso Scout Group had received a donation of £500 towards participating with an international exchange with Thurso's twinning town Brilon Scouts. The camp had been held at the Templars Park Scout Camp site near Aberdeen with 30 local and 60 Germany scouts in attendance. The donation provided by the fund helped towards the cost of equipment hire.
- Wick Triathlon Club was a voluntary group that organises and promotes four triathlon events throughout the year. The £700 received from the fund went towards sponsoring the event and children ranging from 8-16 years benefited from these events.

He thanked them for attending and noted that he looked forward to speaking with them in the break.

Before moving Roger Saxon noted that DSG had received notification that the Thurso Community Council had dissolved due to the resignation of one of the members. . As the Community Council was in abeyance Thelma Mackenzie had stepped down from DSG until such times as the elections for new Community Council members had taken place. It was expected that by December 2019 the Thurso Community Council would be back up and running.

He also welcomed Superintendent Andy Peden to his first DSG having taken over from Martin O'Kane who had recently retired. He placed on record his thanks to Martin O'Kane for his input over the years.

2. APOLOGIES

Apologies have been received from:

- David Alexander: John Deighan deputising
- David Flear
- Tor Justad
- Brian Mutch Andrew Taylor deputising
- Cllr Matthew Reiss
- Cllr Malcolm Bell
- Donald MacBeath
- Murray Lamont
- Linda Bremner
- Sand Owsnett
- Cllr Stephen Clackson, Orkney
- Derrick Milnes
- Tony Perry Stuart Pyper deputising
- Martin Moore Steve Beckitt deputising
- James Bryson DNSR (Vulcan)

3. MINUTES OF MEETINGS

Roger Saxon reminded members that minutes of the sub group meetings were now also being endorsed at this meeting to ensure these minutes could be published on the website in a more timely manner.

- **DSG(2019)M002: DSG public meeting held on 26th June 2019.**

No changes were made to the minutes and these were accepted as a true reflection of the meeting. This was proposed by Bob Earnshaw and seconded by Ron Gunn.

- **DSG/SESG(2019)M003: DSG Socio Economic sub group held on 31st July 2019.**

No changes were made to the minutes and these were accepted as a true reflection of the meeting. This was proposed by Alastair MacDonald and seconded by Ron Gunn.

David Broughton noted that while the Socio Economic sub group minutes were very detailed he felt it would be useful to see a traffic light report of progress made with CNSRP projects. Roger Saxon noted that a written CNSRP paper was always provided for these meetings and did provide traffic light reporting. June Love noted that all papers were published on the website following each meeting.

- **DSG/SRSG(2019)M003: DSG Site Restoration sub group held on 31st July 2019.**

David Broughton noted some small changes to these minutes on page 5 of the minutes. It was agreed he would provide these corrections to the secretariat who would make the changes before finalising the minutes. Members agreed with the changes made they were content that this was a true reflection of the meeting. This was proposed by Gillian Coghill and seconded by Roy Blackburn.

Action: DSG(2019)M003/A001: June Love to amend DSG Site Restoration sub group minutes (DSG/SRSG(2019)M003) to reflect changes requested by David Broughton.

- **DSG/BM(2019)M003: DSG Business meeting held on 9th August 2019**

Roger Saxon noted that these minutes had been endorsed by correspondence following the meeting.

4. STATUS OF ACTIONS

Roger Saxon noted that members had received an updated status of actions. The majority of actions still open from the last meeting were longer term actions and would be closed out following meetings at the end of October. He stated that he would take this information as read unless anyone wished to raise anything. No issues were raised from the actions.

5. NDA STAKEHOLDER SUMMIT – A VIEW FROM APPRENTICES

Roger Saxon stated that DSG had invited Emma Gunn and James MacKintosh to attend the meeting to provide a short brief on their thought of the NDA Stakeholder Summit. Both had attended as STEM Ambassadors and had during the summit displayed STEM activities that are provided to the local schools. Before passing on to both Emma and James, Roger noted that it had been a pleasure to see these young people attend the event and stated that they had been very professional during the event which was an

absolute credit to them and to DSRL. He then handed over the Emma and James to provide their input.

Working together, Emma and James provided the following:

“We were given the fantastic opportunity to represent DSRL at the NDA Stakeholder Summit in Anglesey, North Wales. The summit brought together a group of people who are decommissioning nuclear sites across the UK. At the summit we were able to show people from other sites the work we do within our community – Caithness and North Sutherland. Tom Smith, NDA Chairman said ‘our relationships with the surrounding communities are also vitally important’.

We go into schools to carry out STEM activities with children normally of primary school age but also attend various events throughout the year including Science Festivals, Engineering Industry Day and Step into STEM which we see a variety of ages attend. These events allow us to not only show and tell people what we do in our jobs and encourage them into taking STEM based subjects as they are used in a variety of careers whilst building relationships with them.

Over the course of the two days at the summit we attended all of the conferences, hearing from many people and attended two workshops as well. It was a hard choice deciding which workshops to attend but we chose to go and listen to Craig Ashton (NDA Strategy Implementation Manager, Magnox) talk about the integrated waste management, lifetime planning and reactor decommissioning strategy and also Jacq Longrigg (NDA Head of Skills and Talent) discuss skills for the future.

Craig Ashton’s workshop was very interesting and as apprentices the topics discussed were not particularly known to us. This workshop has expended our knowledge on the future development for all the nuclear sites and how this could affect us and future generations. We saw a timeline of the proposed plan for the sites across the UK along with the potential costs of the cleaning up of these sites.

Jacq Longrigg’s workshop was a discussion on how we can work closer with the local communities and getting stakeholders to invest in skills for the future. This workshop was directly on topic with why we were there – working within our community to encourage people into STEM based careers. Some of the questions that arose directed a question to use ‘why did you chose to work at DSRL?’. Coming from a rural community many factors can influence a choice we make in life but for us DSRL has been a great opportunity to learn and study.

It was a great opportunity networking with other people and hearing their successes. Paul Pointon’s,(MD LLWR Ltd), talk and demonstration was great as the success of LLWR can highlight factors to other sites helping improve procedures across the country. It also brought some humour to the day as a volunteer put on the PPE required to go into a containment – the four pair of gloves seeming excessive – something that is not new to us who currently work, or have worked in the workshops and plants on site.

Adrienne Easterbrook (General Manager of Energen and Manager of the Nuclear Graduate programme) and Eddie Pennington’s talk on the Nuclear Graduates scheme was informative showing a future option for those of us who are currently doing our

degrees. Mr Pennington talked about the experiences he has had within his time on the award-winning scheme so far.

It was great to get a tour of the facilities at Coleg Menai – the NDA workshop had similarities to the workshop in our local college in Caithness however had a vast variety of different equipment.

Tracey Evans (Chief Executive Officer) and Bethan Davies (Inclusive Adventure Officer) of North Wales Outdoor Partnership showed the potential for future development of outdoor activities in rural areas. Their work they talked about made us think about the work we carried out with the V&A at Dundee and also how to encourage people to stay in the area whilst bringing new people in along with improving economic and social well-being for the community.

For us, the NDA stakeholder summit was a fantastic few days to learn and understand the work that happens between the nuclear sites across the UK and the work the community of Anglesey has carried out to become sustainable in the future. This was an opportunity we will not forget.”

Roger Saxon thanked both for coming along and providing an insight into the NDA summit from their point of view.

6. UPDATES FROM VULCAN

Before inviting updates from Vulcan, Roger Saxon noted that the lack of information from MOD on the future of the site continues to be something that DSG was looking into. He added that Wendy Newton, Head of Establishment for Vulcan had invited a small group of DSG representatives to visit the site on 17th September and this was currently being co-ordinated.

At the sub group written reports had been provided by:

- Vulcan - DSG(2019)P022
- ONR - DSG(2019)P026
- SEPA – DSG(2019)P024
- Rolls Royce – DSG(2019)P023
- DNSR – DSG(2019)P018

He invited the following to provide updates:

MOD, Vulcan:

Wendy Newton reported the following:

- There was very little to update since the sub group meeting.
- The inspection and audit programme continued with an audit carried out by DNSR in July on system process and this was deemed as adequate.

- In August, the Annual Review of Safety had been held and while still awaiting the written report the verbal feedback had also deemed this adequate.
- Two DNSR inspections were due to be undertaken in September, system based process for the ventilation system in the STF and operational readiness. An update on these would be provided at the next sub group meeting.
- Lt Cdr Ian Walker would be leaving Vulcan with his last day being Friday and his replacement, Ltd Dave Chisholm, was now on site undertaking a handover.
- As Roger Saxon had already stated a small delegation of DSG representatives had been invited to visit Vulcan on the 17th September and visits to the reactor hall and boiler house along with a presentation on the decommissioning plan and POCO (post operational clean out) work.

Roger Saxon invited DSG members to raise any questions.

- John Deighan asked how many staff was employed on the Vulcan site. Wendy Newton responded that Rolls Royce currently employed circa 250 staff on site. Rolls Royce also continued to recruit apprentices and currently had 16 apprentices continuing in training with four new apprentices starting work in September 2019.
- Roy Blackburn enquired about the loss of electricians on the site and asked whether any review of the capability of Vulcan to deal with such an event had been undertaken or whether there was a need to undertake such a review to understand the full impact of a total loss of electricians on site. Wendy Newton responded, as reported at the last sub group meeting, the site had operated as expected.

ONR:

Ian Rogers noted there was nothing further to report which had not been covered at the sub group meeting.

SEPA:

Stewart Ballantine noted that there was nothing further to report which had not been covered since the last sub group meeting.

No questions from members or the public were raised for ONR and SEPA.

A 10 minute break was then taken to allow members the opportunity to speak with the recipients of the Dounreay Communities Fund.

7. DOUNREAY UPDATES

Roger Saxon noted that written papers had been provided to both socio economic and site restoration sub groups. The papers provided were:

- Dounreay Site Restoration report – DSG(2019)P019
- ONR – DSG(2019)P021
- SEPA – DSG(2019)P024
- Dounreay Socio Economic report – DSG(2019)P018

- CNSRP socio economic report – DSG(2019)P025

Before inviting updates Roger Saxon noted there was a robust discussion around the loss of electrical supply for the site which had also affected Vulcan. The other topic was on the progress of the performance plan that Dounreay was proposing to send to the NDA on the 6th September. On the socio economic front DSG representatives had been involved in meetings with the NDA on a revised NDA Socio economic strategy and a number of stakeholders were involved in that discussion. He noted that Struan Mackie would provide an update on the NDA Socio Economic strategy later in the meeting. He then invited the following to provide updates.

NDA

Stuart Pyper reported the following:

- This was the first time, Stuart Pyper had been at the table and was standing in for Tony Perry who had tendered his apologies.
- The Magnox transition from Cavendish Fluor Partnership to an NDA subsidiary had been completed on 1st September 2019.
- David Peattie, NDA CEO had visited the site in July and had been pleased with the decommissioning progress being made. As well as visiting various plants on site he also visited Scrabster Harbour Trust and had attended the Mey Highland Games as the main sponsor which he had thoroughly enjoyed and had been invited into the Royal Tent.
- Representatives of CoRWM had visited site recently to discuss the site's waste strategy and was also given a presentation on the Shaft and Silo alongside the socio economic work ongoing particularly with the Caithness and North Sutherland Fund. While on site CoRWM had also visited the new LLW vaults and DSG representatives (Roger Saxon, Gillian Coghill and David Broughton) had met with CoRWM over dinner.
- NDA were currently revising its socio economic strategy and NDA were grateful for the input of DSG and other key stakeholders.

Questions were then invited.

- John Deighan thanked Stuart Pyper for his update. He noted the Magnox transition and asked what the implications were for Dounreay. Stuart Pyper responded that no decision has been made to change the Dounreay contract as each of the areas across the estate was looked at separately.
- John Deighan asked what % of the estate was back under full ownership of the NDA. Stuart Pyper responded that it was around 90%. John Deighan confirmed that only Dounreay and LLWR remained under contract.

Dounreay:

Steve Beckitt reported the following:

- Before providing the update, Steve Beckett also made mention of the passing of Ronnie Johnstone adding that those who represented Dounreay at the table always respected and valued the contributions that he made when representing the community.
- Martin Moore had tendered his apologies but unfortunately down in Manchester at a meeting that could not be avoided.
- On safety, security and the environment, there had not been much change since the sub group. The site continues to have good overall performance, and is focused on thinking ahead, avoiding complacency and looking for where the next hazard may be. It is now 150 days since a lost time accident and the TRIR was currently 0.1.
- As reported previously, information continues to be provided to SEPA on the maintenance records as a result of the event in June with one of the ventilation plants.
- Over the last few meetings, Martin Moore had updated members on the creation of the performance plan which was effectively an updated set of documents that show all the activities required between now and the closure of the site. Once this plan is approved it will provide the site with a new and up to date programme, taking account all the learning from Dounreay and elsewhere in the last few years. It would also help to answer the many questions about the closure programme and how that would look.

There had been a significant effort to pull this plan together in the last few months. It started as a 'bottom up' plan, with individual project managers putting forward their plans. A period of challenge and scrutiny has just been completed, with a peer assist team helping to ensure the production of a high quality, credible plan.

The site was on target to submit something to NDA later this week but, in some ways this would be just the start of a process. Now that the data gathering and collation of all information from the projects has been completed and been put together in a logical order it will be submitted to the NDA who will then review everything and use it to update its own business plan. As a result, feedback is not expected on our submission until later in the calendar year and the aim is to start working to the new plan from next financial year. Until that review by NDA and Government, which will involve more discussion and scrutiny with the DSRL team, work largely continues with the existing plan. More detail will be provided as soon as it is possible.

- Progress continues on the existing plan which involves more hazard reduction this year and good progress is being made with a number of key projects while managing

a pressurised funding position this year.

- Progress was being made in areas such as the extension of DCP store and recently successfully completed the first pour of concrete with this project really starting to take shape.
- Fuel removal also continues and was very close to having retrieved 50% of fuel elements from DFR.
- The first contract under the Decommissioning Services Framework should be awarded later this year and will support shaft and silo decommissioning.
- The six companies who won a place on the Decommissioning Services framework will jointly host a supply chain day with DSRL tomorrow in Wick. Around 150 business representatives have registered to attend, where they will be provided with an overview of likely projects and the companies will be talking about opportunities to work with them and support delivery of these contracts as tier 3 suppliers. This event comes a day before the Chamber of Commerce annual dinner and DSRL are delighted to be a sponsor again this year, so will hopefully see some of you there.
- And finally, DSRL management was delighted to be in this room a couple of weeks ago to celebrate the indenture of 7 apprentices completing their training programme. Thank you to Roger Saxon who attended that event to represent the DSG.
- DSRL were also pleased to welcome 8 new apprentices this week. They are on site this week ahead of starting their first year at college. They join business apprentices who started earlier in the summer and will join carpentry and joinery apprentices who will also be starting this year. In addition, DSRL has supported 8 new trainees alongside Nuvia who are being trained in health physics. The recruitment of these young people provided a healthy mix coming into the DSRL workforce.
- In summary there was a lot of good progress over the past few months and it was good to see an influx of young talent that will be required to support the delivery of the programme to Interim End State.

Roger Saxon then invited questions.

- David Broughton stated that if DSRL was not working on a new programme until next financial year did this mean that the site was spending less money this year. He also queried whether the new programme would cost the taxpayer more. Steve Beckitt responded that the current programme was the one that had previously

been developed at the start of the contract albeit it had been amended to take on board additional work scopes. He emphasised that the current and new performance plan, during the next 2-3 years was quite closely aligned and at this time the current programme continued to focus on the reduction of high hazards and work should then smoothly transition into the new programme once adopted.

- John Deighan noted the update on apprentice intakes particularly within different disciplines. He asked whether the graduate programme was continuing. Steve Beckitt confirmed that there had been a new intake of graduates as well and it was good to see they are now beginning to integrate into projects.
- John Deighan asked what the staffing numbers were at present. Steve Beckitt responded that it was typically around 1400 people on site with both DSRL staff and contractors. He added that the site was committed to continue to recruit apprentices for the new few years and they would be needed to support the decommissioning programme especially when you consider the demographics of current site workforce. He added that there were still enough experienced people on the site to support these young people as they go through their training.
- Gillian Coghill stated that it was good to hear that young people continued to be recruited and it would be essential to ensure they were provided the correct transition training at the appropriate time as those in the early years of employment would require future jobs after the site had closed.
- Gillian Coghill also asked what the timescales for the shaft and silo decommissioning would be. Steve Beckitt responded that the contract mentioned earlier was to remove some infrastructure around the shaft and to construct the new shaft headworks. This work was expected to take about 3 to 4 years.
- Ron Gunn noted the earlier report on 50% of the fuel now removed from DFR and asked whether that would mean a reduction in the workforce once this job was complete. Steve Beckitt responded that the team working on the fuel removal would transition sequentially to work on the alkali metal removal project in the reactor.
- Roger Saxon asked when DSRL anticipated that the new performance plan could be made public. Steve Beckitt responded that the plan would be submitted to the NDA on 6th September. The NDA would then need to scrutinise the plan before including it into their new business plan which would be submitted to BEIS. It was expected that following some challenge and scrutiny and final approval by BEIS the new performance plan would be adopted by the 1st April 2020. The performance plan would also inform the job profile and skill requirements to interim end state.

- Roger Saxon asked whether the investigation into the loss of power at the site had been completed. Steve Beckitt responded that it was nearing conclusion and discussions would take place with ONR on the findings. It was noted that Vulcan had not been affected by the power loss as the backup systems operated as expected.
- Member of the public, Peter Todd asked whether the site's ambulance service supported the Scottish Ambulance service. Steve Beckitt responded that while the site's ambulance crew were not trained in the same way they would support Scottish Ambulance as first responders if required. He noted that as the site decommissioning progressed there would be less reliance for an on-site fire and ambulance service.

ONR

Ian Rogers reported the following:

- The written report provided at the sub group stood and at this stage there was nothing further to report.

SEPA:

Stewart Ballantine reported the following:

- A meeting of PRAGD was held in May and the operator provided the draft results of the Scanning Electron Microscopy and acid digestion and work for the sample runs covering blank, active and high Am-241 samples. The results of this work are currently being evaluated in greater detail, however it would appear that a negligible amount of activity came off in solution during simulated gut digestion for the high Am-241 particle. The results will also be compared to previous work undertaken by PHE and University of Birmingham. Work to progress the non-radiological analysis of samples arising from the digestion test work is on-going.
- An elevated alpha sample had been detected at Loch Barogill. A further six samples had been taken, three from the loch and the rest from the surrounding the area. Further sampling is ongoing and will be reported in the RIFE report.

Roger Saxon then invited questions.

- Gillian Coghill asked whether the report on the unusual particle meant it was safe or not? Stewart Ballantine responded that he would take an action to get a response.

Action: DSG(2019)M003/A002: Stewart Ballantine to provide a response as to whether the findings of the unusual particle made it safe or not.

- Roger Saxon asked had the elevated sample been characterised and if so could be it shown that it had come from Dounreay or somewhere else. Stewart Ballantine responded that he did not believe that it had come from Dounreay.

CNC:

Superintendent Andy Peden reported:

- That he had been delighted to take up the post at Dounreay and was looking forward to working and living in the community. He had been here for around a month and had been delighted with the community support so far.
- Community engagement and re-assurance continued outside site to a 5km radius for patrols and feedback shows this is working well with the local community and farmers.
- Project Servator continued working together with Police Scotland. A joint operation had been undertaken during last month which went very well.
- Four new recruits are currently in the pipeline and would be joining CNC at Dounreay in October/November 2019.

Roger Saxon then questions.

- Cllr Struan Mackie welcomed Superintendent Peden to the area. He added that he was aware of other companies within the North Highlands who found it difficult to recruit key roles and commended the CNC recruitment website that provides detail of housing, schools, social activities, lifestyle and other such topics in a fantastic way. Superintendent Peden responded that one of CNC's current initiatives was a big recruitment drive as the competition is strong for the job market. Just last week CNC had enquiries from 6 local people who were considering applying to join the CNC and recruiting locally was a key objective where appropriate. He thanked Cllr Mackie for his comments on the website and said he would take this back to those who had developed it.
- Gillian Coghill re-iterated Cllr Mackie's comments with reference to the quality of the recruitment website and added that from speaking with people on the ground they were equally delighted with conditions on site and if asked would endorse working for CNC at the Dounreay site. Superintendent Peden responded that he believed CNC would have a presence on the Dounreay site for many years to come and believed they were a good employer, looking after their people.
- Member of the public, Peter Todd asked if those representing Highland Council at the table understood the meaning of data protection. Roger Saxon stated that the question would appear to be something that was not within the DSG's remit and noted the question.

For completeness actions from all sub group meetings are recorded here:

DSG(2019)M003/A001: June Love to amend DSG Site Restoration sub group minutes (DSG/SRSG(2019)M003) to reflect changes requested by David Broughton.

DSG(2019)M003/A002: Stewart Ballantine to provide a response as to whether the findings of the unusual particle made it safe or not.

DSG(2019)M003/A003: Peter Faccenda, CNSRP Programme Manager to raise question of status report of the City Region Deal projects already approved and the criteria that was used for these projects. Information on other areas to also be requested.

DSG(2019)M003/A004: June Love to speak to Phil Cartwright re progress with the Community Sports Hub project and whether additional support was required.

DSG(2019)M003/A005: : June Love to bring socio economic reports to Business meeting to discuss what this information would be used for and how it could be monitored.

DSG(2019)M003/A006: Davie Alexander to follow up, in writing, an invitation to Jacq Longrigg to visit Caithness to discuss potential funding for skills projects.

DSG(2019)M003/A007: Trudy Morris, Caithness Chamber of Commerce, to inform DSG when Rolls Royce and Chamber had discussed the recruitment issues (relating to DSG(2019)C026 and C027).

DSG(2019)M003/A008: Anna MacConnell to ask CNS Fund to forward quarterly updates to DSG Socio Economic sub group for information.

DSG(2019)M003/A009: Roger Saxon to take forward discussion on invitation for a small number of members to visit Vulcan site. .

DSG(2019)M003/A010: June Love to circulate NDA socio economic presentation to all DSG members and collate comments on the NDA Socio economic strategy to include in a collaborative response from CNSRP.

DSG(2019)M003/A011: Roger Saxon and Peter Faccenda to meet to discuss process to ensure overlaps of information at DSG/CNSRP are kept to a minimum.

DSG(2019)M003/A012: June Love to respond to Wendy Newton to indicate visit to take place and date would be confirmed following agreement of attendance and availability.

DSG(2019)M003/A013: June Love to discuss with DSG Chairman most appropriate representation from DSG to visit Vulcan.

DSG(2019)M003/A014: June Love to contact DSRL Apprentice Training Manager to seek agreement for an apprentice presentation on the NDA Stakeholder summit at next public meeting held in September.

DSG(2019)M003/A015: : Cllr Struan Mackie to work up draft proposal for holding an NDA Stakeholder Summit in the future in Caithness for comment by DSG members.

DSG(2019)M003/A016: Roger Saxon to write to Andrew Van Der Lem, NDA Socio economic requesting a quarterly written update on all socio economic projects funded by NDA across the estate.

DSG(2019)M003/A017: June Love to invite MSP and MP to a DSG Socio economic sub group meeting at the beginning of the new year.

DSG(2019)M003/A018: June Love to take forward suggestion of inviting successful applicants of the DCF fund to public meetings to provide an opportunity for members to meet and discuss the impacts of the funding.

There being no further questions or issues raised. Roger Saxon thanked everyone for their input.

Before handing over to Cllr Struan Mackie he noted a number of discussions around the NDA socio economic strategy had taken place and NDA were currently working on a draft document which will be consulted on.

Cllr Struan Mackie stated that members should all be aware that there were ongoing discussions on the NDA socio economic strategy and NDA are looking to refresh this over the coming months. A draft version of the new strategy would be available sometime this month but DSG were currently finalising their response.

The key points from NDA for the new strategy going forward were:

- NDA does have a remit to support socio economics around the areas of their sites and this would continue.
- The key challenge for NDA was to strengthen and publish its socio economic strategy outlining the opportunities for the wider economy and how it would realise these opportunities.
- The development of a social impact front and back end reporting system for consistent measuring of impacts across the estate.
- Needs to be more consistent across the NDA estate.
- Want to see a more cohesive partnership bringing in local authority priorities.
- Widen it from just socio-economics into skills, R&D and other key enablers.
- Use newly developed measurements and reporting structure to better incorporate social impact into the procurement process.

DSG response in broad terms would cover:

- Good to see a more consistent approach which equals consistent reporting.
- Partnership working – we have CNSRP – slightly broader than local authorities but a partnership that is the most sensible mechanism to work with.
- Flagship projects – CNSRP has a priority programme and therefore we would support that – having said that we know that CNSRP are looking at revising the process of looking at projects that have employment impacts to ensure business cases can come forward for consideration. At present we support the priority programme of the CNSRP and note the spaceport is the next big project to be taken

forward.

- Some projects are enabling ones and these can't be lost as they can be vital to ensuring we have the right infrastructure to encourage the economic growth. Enabling projects broadly fall into skills enabling, connectivity and infrastructure and these can be vital for areas such as this to create the right environment to create new or grow existing business.
- While DSG understand the 'One NDA' ethos members were acutely aware that Dounreay continues to be under contract with a parent body managing the site decommissioning which could add an additional layer to any processes and could lead to confusion.
- DSG does believe that NDA and site could do more to maximise the benefits of the decommissioning programme, for example – funding support for a project for an operational requirement should also be considered as what the lasting legacy would be.
- Consistent measurements are useful but aware that given employment numbers at Dounreay and GVA across the area may not necessarily show the same impact as that of a comparable project in, say, Sellafield.
- Ensure that while consistency is good there should continue to be an understanding that all areas are different and therefore there still requires some form of flexibility.
- Recognition from NDA that some sites are close to closure now while others have a much longer term programme and therefore priorities should be given to those facing more imminent closure.
- From the skills agenda it is recognised that under current Scottish Government policy it is difficult to grow the nuclear skills agenda unless it focusses on back office services and therefore it needs to be flexible to allow funding for skills for the transition of the area into other industries in the area and start to grow a pipeline of skilled young people for future employment.
- And finally there is also a need for small funding pots for things like the Dounreay Community Fund – this equates to small funding amounts being provided to organisations and charities to support them – and while this funding would never offer an economic return it can certainly be lifeline funding for smaller organisations – by being able to provide small pockets of funding to these groups is vital to the community and continues to fit within the four pillars of sustainability.

Timelines for the revision of the NDA socio economic strategy is:

- Initial round of engagement – completed (encouraged to feedback initial thoughts)
- First draft of strategy prepared in September.
- Further engagement around draft strategy (October).
- Launch of new strategy (December/January).

A response had been drafted and circulated to members for comments. A final draft would be finalised in the coming days and submitted to NDA taking into account earlier discussions, comments and inputs. Following on from the discussion this evening this will be finalised and provided to NDA as part of the initial feedback and then there will be an opportunity to consider the draft strategy document coming forward to provide feedback to this once it is made available.

Cllr Mackie then invited comments from members.

- John Deighan noted comments on the flagship project and welcomed the funding committed to Scrabster Harbour. He asked how discussions were going on funding for the Spaceport project, Wick harbour and the North Highland Campus development. Peter Faccenda, CNSRP Programme Manager noted that the funding for the spaceport would be funded by various partners. Eann Sinclair, HIE Area Manager added that the majority of the funding for the spaceport had been announced last summer and currently HIE was in discussion with NDA about what the funding profile might look like. Discussions have continued in the last couple of weeks. John Deighan responded that it was good to hear discussions were ongoing but would be good to hear NDA committing to supporting this project.
- David Broughton noted that in reading the report one of the things that did come out of this was the fact the Dounreay continued to be under contract and therefore would make it slightly different from all the other sites and therefore there would be need for a more flexible approach.
- David Broughton stated that there was also a lot of information in the press about the investments made in Cumbria and surrounding area and it appeared to him that there was not the same requirement for NDA to support Sellafield at this time.
- Roger Saxon agreed with David Broughton's comments noting that the draft reflected this in its assertion that one size will not fit all.
- Cllr Struan Mackie stated that the anomaly is that Dounreay does not sit within the One NDA ethos. There also appeared to be a number of legacy projects that continued to be funded at Sellafield. He welcomed the comment made by NDA that they needed to be more transparent and that there needed to be a clear line in the sand when responding collectively. What John Deighan asked around funding for the priority projects partnership working is essential and he is absolutely correct in that. All public bodies were struggling with budgets and there was a more urgent need now to ensure that all agencies are working smarter and quicker together.
- Cllr Mackie continued stating that one size would not fit all and believed that the Caithness and North Sutherland area was in an unique position with the partnership working already in place.
- Eann Sinclair asked whether the PBO have had any input into the draft strategy and if so to what extent they believed could be delivered under contract in the medium and longer term. Simon Middlemas (PBO socio economic support (sitting in the audience)) responded that he did not believe CDP had been approached by NDA and

that CDP would not be required to submit a formal response. From a CDP perspective the CDP projects aligned with the CNSRP priority programme.

8. QUESTIONS FROM MEMBERS OF THE PUBLIC

Roger Saxon noted that while members of the public had been invited to raise questions throughout the meeting and asked whether anyone had anything additional to ask. No questions were forthcoming.

9. ANY OTHER BUSINESS

Before opening up to members, the following was noted:

- Davie Alexander and David Flear met with Adrian Simper, NDA on 3rd July and had a discussion mainly around the skills agenda.
- The sub groups had met on 31st July and these had been covered earlier in the meeting.
- Roger Saxon had met with David Peattie when he was up for the Mey Games and it was good to see NDA and Dounreay sponsorship and also the continued sponsorship from Dounreay for the Halkirk Games.
- DSG business group had met with Andrew Van Der Lem and Anna MacConnell on 6th August for an initial discussion on the NDA socio economic strategy and had also attended the wider discussion on the strategy with John McNamara on the 8th August.
- Roger Saxon had attended the Dounreay Apprentice Indenture event where 7 of the apprentices were presented with their indentures.
- Roger Saxon had also accepted an invitation to HIE business breakfast held in the Newton Room in North Highland College. The main discussion topic centred around advanced manufacturing and increasing productivity.
- And lastly DSG representatives had met with members of CoRWM who had visited site on the 2nd September. This has been reported earlier in the meeting.

Looking forward the following meetings/events was coming up:

- The Caithness Chamber of Commerce annual dinner was coming up on the 6th September and a number of DSG representatives have been invited to attend.
- The Caithness Transport Forum would be held on 10th September and DSG would be represented.
- The North Highland College Award Ceremony would be held on Saturday 14th September and an invite had been extended to the Chair.

- The visit to Vulcan had been previously discussed and would take place on 17th September.
- The next DSG sub groups had been changed to the 29th October to accommodate attendance at the Scottish Government Scottish Nuclear Sites meeting which will be held on 31st October.

Roger Saxon then invited members to raise any other business.

- It was queried whether there was an update on the DRS commercial freight trial. It was confirmed that no further update had been received.

10. CLOSE

There being no further business, Roger Saxon thanked everyone for their input and formally closed the meeting.

Roger Saxon
DSG Chairman

7th September 2019

ACTIONS ARISING FROM THIS MEETING

DSG(2019)M003/A001: June Love to amend DSG Site Restoration sub group minutes (DSG/SRSG(2019)M003) to reflect changes requested by David Broughton.

DSG(2019)M003/A002: Stewart Ballantine to provide a response as to whether the findings of the unusual particle made it safe or not.

DSG(2019)M003/A003: Peter Faccenda, CNSRP Programme Manager to raise question of status report of the City Region Deal projects already approved and the criteria that was used for these projects. Information on other areas to also be requested.

DSG(2019)M003/A004: June Love to speak to Phil Cartwright re progress with the Community Sports Hub project and whether additional support was required.

DSG(2019)M003/A005: : June Love to bring socio economic reports to Business meeting to discuss what this information would be used for and how it could be monitored.

DSG(2019)M003/A006: Davie Alexander to follow up, in writing, an invitation to Jacq Longrigg to visit Caithness to discuss potential funding for skills projects.

DSG(2019)M003/A007: Trudy Morris, Caithness Chamber of Commerce, to inform DSG when Rolls Royce and Chamber had discussed the recruitment issues (relating to DSG(2019)C026 and C027).

DSG(2019)M003/A008: Anna MacConnell to ask CNS Fund to forward quarterly updates to DSG Socio Economic sub group for information.

DSG(2019)M003/A009: Roger Saxon to take forward discussion on invitation for a small number of members to visit Vulcan site. .

DSG(2019)M003/A010: June Love to circulate NDA socio economic presentation to all DSG members and collate comments on the NDA Socio economic strategy to include in a collaborative response from CNSRP.

DSG(2019)M003/A011: Roger Saxon and Peter Faccenda to meet to discuss process to ensure overlaps of information at DSG/CNSRP are kept to a minimum.

DSG(2019)M003/A012: June Love to respond to Wendy Newton to indicate visit to take place and date would be confirmed following agreement of attendance and availability.

DSG(2019)M003/A013: June Love to discuss with DSG Chairman most appropriate representation from DSG to visit Vulcan.

DSG(2019)M003/A014: June Love to contact DSRL Apprentice Training Manager to seek agreement for an apprentice presentation on the NDA Stakeholder summit at next public meeting held in September.

DSG(2019)M003/A015: : Cllr Struan Mackie to work up draft proposal for holding an NDA Stakeholder Summit in the future in Caithness for comment by DSG members.

DSG(2019)M003/A016: Roger Saxon to write to Andrew Van Der Lem, NDA Socio economic requesting a quarterly written update on all socio economic projects funded by NDA across the estate.

DSG(2019)M003/A017: June Love to invite MSP and MP to a DSG Socio economic sub group meeting at the beginning of the new year.

DSG(2019)M003/A018: June Love to take forward suggestion of inviting successful applicants of the DCF fund to public meetings to provide an opportunity for members to meet and discuss the impacts of the funding.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

DSG(2019)M001/A007: Roger Saxon to raise Japanese presentation and how momentum can continue at the next Scottish Sites meeting. **Action ongoing:** Scottish sites meeting is scheduled for 31st October 2019.

DSG(2019)M001/A009: Roger Saxon to raise Scottish Government's policy on nuclear at the next Scottish Government Scottish Nuclear Sites meeting. **Action ongoing:** Scottish Sites meeting is scheduled for 31st October 2019.

DSG(2019)M001/A015: Cllr Struan Mackie to contact the defence minister with a view to holding a meeting with DSG on MOD's plans to decommission the site. **Action ongoing:** Cllr Struan Mackie noted that he had not yet identified a date to meet with the new Defence Minister however he had held a meeting with Jamie Stone, MP who holds the defence portfolio. He agreed he would report back to the DSG Business meeting as soon as this meeting had been held. Following on from recent Government changes the Defence Minister who had received the original correspondence had confirmed this information had been passed to the new Defence Minister.

DSG(2019)M002/A004: Anna MacConnell to ask JOG mill project whether the business plan could be shared with DSG members.

DSG(2019)M002/A014: Roger Saxon to raise responses to DSG letters regarding future of Vulcan at the next Scottish Government Scottish Nuclear Sites Meeting due to be held at the end of October. **Action ongoing:** correspondence will be brought forward for meeting to be held on 31st October 2019.

DSG(2019)M002/A020: Martin Moore to consider if transport logistics for metal recycling (or other such activity) could support other businesses with transport solutions

ACTIONS COMPLETED SINCE LAST MEETING

DSG(2019)M001/A020: Cllr Struan Mackie and CNSRP programme manager to look at potential funding opportunities for Caithness and North Sutherland within the next round of the

City Region Deal funding. **Action complete:** Cllr Struan Mackie met with Peter Faccenda, CNSRP Programme manager on 9th August. This action superseded with new action on CNSRP Programme Manager arising from the socio economic sub group held on 31st July 2019.

DSG(2019)M002/A001: Roger Saxon, on behalf of DSG, to write to National Museum Scotland regarding the nuclear narrative around displays. **Action complete: See DSG(2019)C024.**

DSG(2019)M002/A002: : June Love to resend correspondence on Vulcan to the new Defence Minister Penny Mordaunt. **Action complete:** Correspondence resent on 10th May 2019.

DSG(2019)M002/A003: Trudy Morris to speak to CNSRP Programme Manager regarding the tourism strategy. **Action complete:** Discussion at the CNSRP Delivery Group meeting held on 11th June 2019.

DSG(2019)M002/A005: Anna MacConnell to raise with CNSRP Programme Manager to consider how the CNSRP programme will be continually refreshed. **Action complete:** CNSRP has now developed a process which allows projects to be considered against criteria for CNSRP programme.

DSG(2019)M002/A006: Anna MacConnell to provide copies of the 'One NDA' handbook to distribute to DSG members. **Action completed:** Distributed with DSG paperwork for meeting held on 26th June 2019.

DSG(2019)M002/A007: June Love to organise a meeting with Martin Moore, Dounreay MD to discuss supply chain concerns and staffing profiles. **Action complete:** meeting scheduled for 17th June 2019.

DSG(2019)M002/A008: DSG Socio Economic sub group chair to write to Rolls Royce regarding issues with recruitment from local supply chain companies. **Action complete: see DSG(2019)C026. Response received – see DSG(2019)C027.**

DSG(2019)M002/A009: June Love to distribute the Socio Economic sub group minutes to Site Restoration sub group members to provide information on the NDA SSG Chair's forum. **Action complete:** Minutes distributed with paperwork for DSG public meeting.

DSG(2019)M002/A010: DSG members to provide comments on ONR's consultation paper on the Approved Code of Practice for the Radiation (Emergency Preparedness and Public Information) Regulations 2019 to June Love before the 5th June 2019. **Action complete:** Comments received and response submitted on 5th June (DSG(2019)C019).

DSG(2019)M002/A011: Roger Saxon to raise the issue of the City Region Deal at the CNSRP Advisory Board. **Action complete:** raised at CNSRP Advisory Board in March 2019.

DSG(2019)M002/A012: June Love to speak to John McNamara to arrange a meeting with DSG Officials prior to the DSG public meeting on 26th June 2019. **Action complete:** Emailed on 7th June 2019 requesting meeting with DSG business group members.

DSG(2019)M002/A013: Roger Saxon to circulate draft questions to DSG Business meeting for consideration before finalising in time for June public meeting. **Action complete:** This has been drafted and sent to DSG members for comment.

DSG(2019)M002/A015: June Love to email DSG members to outline new arrangements for endorsing sub group minutes. **Action complete:** Emailed to all DSG members outlining new arrangements sent on 7th June 2019.

DSG(2019)M002/A016: June Love to contact Dounreay Heritage Officer and provide the textual context around Dounreay which is displayed. **Action complete:** Emailed Dounreay Heritage Officer on 7th June and this will be explored with representations of NMS.

DSG(2019)M002/A017: June Love to finalise MOD letter taking on board all comments for DSG Chair's approval/sign off. **Action complete: see DSG(2019)C025.**

DSG(2019)M002/A018: Trudy Morris to notify DSG once a date for the DRS commercial freight trial is identified. **Action complete: DRS trial will take place mid-August 2019.**

DSG(2019)M002/A019: Cllr Mackie to speak with HC representative to ask for signage on door of Caithness Horizons to reflect the facility will be re-opening. **Action complete:** Cllr Mackie spoke with HC and informed that changes to signage would be made Wednesday 17th July 2019.

DSG(2019)M002/A021: Simon Middlemas to provide quarterly written updates on the CDP socio economic strategy and engineering hub project. **Action complete:** will be part of Dounreay Socio Economic sub group report each quarter.

DSG(2019)M002/A022: June Love to add on rolling list of topics an update presentation on CDP socio economic strategy/engineering hub project (for June 2020 meeting). **Action complete.**

DSG(2019)M002/A023: June Love to collate socio economic headline reports to table at DSG Socio Economic sub group for review. **Action complete:** will continue to be updated for each sub group meeting.