

DOUNREAY STAKEHOLDER GROUP
BUSINESS MEETING

Minutes of the DSG Business meeting held by teleconference on Wednesday 15th April 2020.

Present:	Cllr Struan Mackie	Chair
	Davie Alexander	Vice-chair / Socio economic sub group chair
	Gillian Coghill	Site Restoration sub group chair
	Roger Saxon	Honorary member
	June Love	DSG Secretariat

MINUTES

1. WELCOME AND INTRODUCTIONS

Cllr Struan Mackie, DSG Chair welcomed everyone to the meeting and suggested a protocol on conducting the meeting given this was being done by telephone.

2. APOLOGIES

Apologies were received from Ron Gunn and Cllr Willie Mackay.

3. MINUTES OF LAST MEETING

Cllr Struan Mackie noted that the minutes of the previous meeting – DSG/BM(2020)M001 refers - had been endorsed by correspondence prior to the March public meeting. There were no issues raised from these minutes.

The action status was reviewed and it was recognised that a number actions would be put in abeyance until there is a clear way forward after COVID-19. The group were content with the progress being made to those actions that could continue by e-correspondence.

4. PROTOCOL FOR SUB GROUP MEETINGS

Cllr Struan Mackie noted, that following earlier discussions relating to how to conduct DSG business while the social distancing restrictions were in place, a protocol had been drafted for consideration. Members discussed the merits of trying to hold a 'video' meeting with a large number of people and felt this would be unmanageable at this time. Therefore it was agreed that e-correspondence would be used for the April sub group meetings and for the June public meeting. The protocol was approved for issue.

Action: DSG/BM(2020)M002/A001: June Love to issue protocol for April and June meetings to all DSG members and observers.

Following discussion it was agreed that payment for the rental of the meetings rooms for both April and June would be honoured which was felt was the correct thing to do under the circumstances.

Action: DSG/BM(2020)M002/A002: June Love to progress payment for room hire at Pentland Hotel for April sub groups and June public meeting.

5. CORRESPONDENCE FOR DISCUSSION

The following correspondence was discussed:

- **DSG(2020)C025:** Response from Scottish Government to HIE budget cuts. The response was discussed and it was agreed that it was quite disappointing and the agreement round the table was that a further letter should be written. Comments from members were made and it was agreed that June Love would draft a response taking on board all comments made and then held until the restrictions with COVID-19 subsidised.

Action: DSG/BM(2020)M002/A003: June Love to draft response letter to Scottish Government in response to DSG(2020)C025 (HIE budget cuts) and circulate to DSG business meeting for approval.

- **DSG(2020)C023:** Response to Transport Strategy. It was noted that the Caithness Transport Forum had requested input for a collated response to the Scottish Government's Transport Strategy. A draft DSG response had been provided by Roger Saxon and it was confirmed that this should be provided to the Transport Forum but to also submit this response into the consultation as a separate response from DSG.

Action: DSG/BM(2020)M002/A004: June Love to provide DSG response to Transport Strategy (DSG(2020)C023 refers) and to submit DSG response into consultation.

- **DSG(2020)C022:** Just Transition consultation response. It was noted that a draft response to the Just Transition consultation had been drafted. Cllr Struan Mackie suggested that while this response has concentrated on the nuclear workforce it would be worthwhile also adding the oil and gas sector. He agreed to provide some wording for inclusion in the response. Members agreed that with the addition suggested by Struan Mackie the submission could be finalised and submitted.

Action: DSG/BM(2020)M002/A005: Struan Mackie to provide revised wording for the Just Transition response (DSG(2020)C022) and provide to June Love.

Action: DSG/BM(2020)M002/A006: June Love to make amendments to DSG(2020)C022 once received and finalise document and submit.

6. FORWARD PLANNING

Cllr Struan Mackie noted previous discussions on the June public meeting and the decisions made. The DSG business meeting would continue to review the situation and forward plan for future meetings at the appropriate time.

7. ANY OTHER BUSINESS

Cllr Struan Mackie invited members to raise any other business. Of note:

- June Love noted that the Scottish Government Scottish Nuclear Sites meeting due to take place on 16th April had been cancelled and written reports had been requested. It was agreed that the DSG summary paper for the March public meeting would be provided for the DSG brief.

Action: DSG/BM(2020)M002/A007: June Love to provide DSG summary paper for March 2020 meeting to be provided to Scottish Government Scottish Nuclear Sites meeting.

- Cllr Struan Mackie noted that a request had been received for a donation towards buying material to assemble face masks/visors for the local NHS. The request confirmed that any funding provided would allow this PPE to be provided free of charge to the NHS locally. Following discussion it was agreed that a one-off donation of £2k would be provided through the Dounreay Communities Fund to this worthy cause.
- June Love noted that following the AGM the representation at external meetings now required to be reviewed. All external meetings were discussed and the following agreed:
 - CNSRP Advisory Board: Struan Mackie (Deputy Gillian Coghill)
 - Caithness Transport Forum: Roger Saxon
 - Caithness Community Planning Partnership: Davie Alexander (Deputy: Roger Saxon)
 - Nucleus Advisory Panel: Davie Alexander

[Secretary's note: emails reflecting new representation have been provided to all external meetings above.]

- Cllr Struan Mackie stated that the nuclear community at large had made some fantastic contributions to supporting the community in the wake of COVID-19 from the volunteers, funding provided and the portacabins installation at various medical surgeries. He added it had been amazing how everyone is attempting to pull together. He felt the next phase would be for HC to consider the longer term planning and he understood that Dounreay had offered to support activities going forward. June Love noted that DSRL had produced a leaflet detailing the sites (and supply chain) capabilities that could be drawn on if required. Cllr Struan Mackie asked if the capabilities could be circulated to the business meeting. June Love agreed to do this.

Action: DSG/BM(2020)M002/A008: June Love to circulate DSRL's capability leaflet for support to COVID-19.

- A brief discussion was held on the MOD (Vulcan) procurement activities for the decommissioning of the site. The last information provided was that while it was recognised that the market day would unlikely go ahead as a meeting MOD were looking at alternatives of a virtual market day event. It was agreed that June would make contact with Wendy and ask for an update of their current thinking.

Action: DSG/BM(2020)M002/A009: June Love to contact Wendy Newton, MOD to ask for update on the proposed procurement market day for the Vulcan site.

- Gillian Coghill noted her concerns that funding may be an issue for both the Vulcan and Dounreay site going forward especially in the wake of the recovery from the COVID situation. Everyone agreed that things would be different going forward and this would need to be kept as a watching brief as the recovery of the economy commences.

There being no further business, Cllr Struan Mackie thanked everyone for taking part and formally closed the meeting.

Cllr Struan Mackie

DSG Chair

16th April 2020

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2020)M002/A001: June Love to issue protocol for April and June meetings to all DSG members and observers.

DSG/BM(2020)M002/A002: June Love to progress payment for room hire at Pentland Hotel for April sub groups and June public meeting.

DSG/BM(2020)M002/A003: June Love to draft response letter to Scottish Government in response to DSG(2020)C025 (HIE budget cuts) and circulate to DSG business meeting for approval.

DSG/BM(2020)M002/A004: June Love to provide DSG response to Transport Strategy (DSG(2020)C023 refers) and to submit DSG response into consultation.

DSG/BM(2020)M002/A005: Struan Mackie to provide revised wording for the Just Transition response (DSG(2020)C022) and provide to June Love.

DSG/BM(2020)M002/A006: June Love to make amendments to DSG(2020)C022 once received and finalise document and submit.

DSG/BM(2020)M002/A007: June Love to provide DSG summary paper for March 2020 meeting to be provided to Scottish Government Scottish Nuclear Sites meeting.

DSG/BM(2020)M002/A008: June Love to circulate DSRL's capability leaflet for support to COVID-19.

DSG/BM(2020)M002/A009: June Love to contact Wendy Newton, MOD to ask for update on the proposed procurement market day for the Vulcan site.