

## **DOUNREAY STAKEHOLDER GROUP**

**Minutes of the Dounreay Stakeholder Group held on Wednesday 11<sup>th</sup> March 2020 at 1900 hours in the Ballroom, Pentland Hotel, Thurso.**

**Present:**

- Cllr Struan Mackie, Highland Council (DSG Chair)
- David Alexander, Wick and Thurso Trade Union Council (DSG Vice-chair)
- Roger Saxon, DSG Honorary member
- Gillian Coghill, Buldoo Residents Group chair
- Alastair MacDonald, DSG Honorary member
- Derrick Milnes, Co-opted member of the public
- Bob Earnshaw, DSG Honorary member
- Eann Sinclair, Highlands and Islands Enterprise
- Thelma MacKenzie, Thurso Community Council
- Ron Gunn, CHAT
- Andrew Taylor, SG Rural Payments and Services
- Cllr Stephen Clackson, Orkney Islands Council
- Peter Faccenda, CNSRP
- Trudy Morris, Caithness Chamber of Commerce
- Cllr Willie Mackay, Highland Council
- Tor Justad, Co-opted member of the public
- Roy Blackburn, Co-opted member of the public
- David Broughton, Co-opted member of the public

**In attendance:**

- Tony Perry, NDA Head of Programme
- Kenny Douglas, Interim MD, Dounreay
- Commodore Mark Prince, MOD
- Wendy Newton, Head of Establishment, MOD (Vulcan)
- Ian Rogers, ONR
- Stewart Ballantine, SEPA
- James Bryson, DNSR (for Vulcan)
- T/Supt Andy Peden, CNC
- Stephen Mardon, Highland Council Resilience Team
- James Fox, Scottish Government Radwaste Team

## **MINUTES**

### **1. WELCOME AND INTRODUCTIONS**

Cllr Struan Mackie welcomed everyone to the meeting. He stated that it had been a long time since the last public meeting due to the cancellation of the December meeting as a result of the UK elections.

Cllr Mackie added that the DSG Annual General Meeting had just been held and he had taken over the role as Chair from Roger Saxon who had stepped down. He thanked everyone for their confidence in him to take over this role and introduced Davie Alexander who had been elected as Vice-chair. He noted that Davie Alexander would continue as DSG Socio Economic sub group chair and Gillian Coghill had been elected to take over the role of DSG Site Restoration sub group chair from Cllr Willie Mackay.

Cllr Mackie placed on record his sincere thanks, on behalf of all DSG members, to Roger Saxon who had taken the DSG through some interesting times in the last three years and as per the discussion at the AGM there was a recognition that DSG needed to focus down on the important elements of the site decommissioning for both Vulcan and Dounreay over the next three years. He added that the new officials would attempt to continue to good work that Roger Saxon and that of the past chairs prior good work.

Roger Saxon thanked Struan for his kind words and noted that he did not intend to repeat his chair's address but wanted to thank everyone involved with DSG for their support and commitment over the years. He particularly thanked June Love, Dawn Clasper and Marie Mackay who all worked tirelessly to support DSG and its activities and without them DSG could not function to the extent that it does. Roger Saxon added that he would continue to contribute to DSG in any way that he could and re-iterated the importance of focussing over the next three years.

Cllr Struan Mackie thanked Roger and before moving on reported that at the AGM both David Flear and Derrick Milnes had taken the decision to step down from DSG. He asked that on behalf of DSG members, thanks were recorded to both gentlemen who had provided a tremendous contribution to DSG over the years both in official and member capacity and said they should both look back with pride in their involvement in some substantial achievements over the years. He noted that he would come back under Any Other Business to provide an opportunity for David and Derrick to reflect on their time at DSG before they officially stood down.

Moving on, Cllr Mackie welcomed Stephen Mardon (The Highland Council), Commodore Mark Prince (MOD), Kenny Douglas (Interim MD for Dounreay) and James Fox (Scottish Government Radioactive waste team) to the meeting. He also welcomed John McNamara (NDA Stakeholder Relations) who was visiting the county and also newly appointed Dave Wallace (NDA Stakeholder Relations). Dave Wallace would be taking on a Scottish-wide role within the NDA that would cover all three Scottish Sites. He thanked them all for attending the meeting.

## **2. APOLOGIES**

June Love noted the following had tendered their apologies:

Cllr Malcolm Bell	Shetland Islands Council
Christian Nicholson	NHS
Cllr Matthew Reiss	Highland Council
Sand Owsnett	Dounreay Unions
Brian Mutch	Scottish Government Rural Payments and Services (Andrew Taylor deputising)
Sandy Mackie	Scrabster Harbour
Murray Lamont	North Highland Tourism
Alistair Hillery	ONR (Ian Rogers provided ONR input for Vulcan)

## **3. MINUTES OF PREVIOUS MEETING**

Cllr Struan Mackie noted that the minutes of the last public meeting (Sept 2019) and that of the sub groups held in January 2020 required to be ratified.

The DSG public meeting held in September – DSG(2019)M003 refers – had been circulated to members well in advance of the meeting and minor comments had already been incorporated. He

asked members if there were further amendments to be made. The minutes were agreed as a true reflection of the meeting. This was proposed by Derrick Milnes and seconded by Bob Earnshaw.

Turning then to the sub group minutes, both minutes were accepted as a true reflection of the meeting. The Socio Economic sub group (DSG/SESG(2020)M001) was proposed by David Flear and seconded by Derrick Milnes. The Site Restoration sub group (DSG/SRSG(2020)M001) was proposed by Gillian Coghill and seconded by Thelma Mackenzie.

Cllr Mackie invited members to raise anything from the minutes.

Tor Justad noted that on page 9 of the site restoration sub group minutes reference had been made to the fuel element retrieval from DFR as 50% complete and asked what the latest status was. Kenny Douglas responded that it was now around 58% complete. This was not as far on as it should be but since the turn of the year fuel had continued to be transported to Sellafield.

Tor Justad asked about the recent media reports on the contaminated canister that had been transported between Sellafield and Hunterston. John McNamara, NDA noted that the canister in question was from Sellafield and sent to Hunterston. Sellafield had commenced an investigation and this would be reported in the fullness of time. Work was being carried out between EDF and Sellafield to understand the issues around this. Tor Justad asked whether checks had been done prior to canister leaving site. John McNamara responded that these had been carried out and hence this had been picked up.

#### **4. ACTIONS STATUS**

Cllr Struan Mackie noted there was a lot to get through for the meeting and suggested that unless anyone specifically wished to comment on an action he would take the action status as read.

Roger Saxon noted there was a long standing action (DSG(2019)M001/A009 refers) on Scottish Government Radioactive Waste Team to clarify the Energy team's policy on nuclear. While recognising there had been a change of personnel it appeared to be taking a long time to get a response. The action had been placed at the October 2019 meeting.

James Fox responded that he had received the information required to close out the action. The response had now been provided as follows. The Scottish Energy Strategy, published in December 2017, confirmed the Scottish Government's continued opposition to new nuclear stations, under current technologies. We believe our long term energy needs can be met without the need for new nuclear capacity. The Scottish Government does not believe there will be a future energy gap that only nuclear power can fill. Scotland has the resources and capacity to meet all of our electricity needs. Our Energy Strategy sets out our priorities for the future energy system in Scotland comprising a whole-system approach that promotes renewables and other low carbon alternatives as part of a diverse, well balanced energy supply. Given the falling costs of renewable and storage technologies, we believe our long term energy needs can be met without the need for new nuclear capacity. We are aware of increasing interest in the development of new nuclear technologies, such as Small Modular Reactors. We have a duty to assess new technologies and low carbon energy solutions based on safety, value for consumers, and contribution to Scotland's net zero economy.

Roger Saxon believed that Scotland would be importing energy by 2023 and didn't believe that as a correct statement. Cllr Struan Mackie proposed that this statement be considered at the next Business meeting to digest the information provided.

**Action: DSG(2020)M01/A001: June Love to put Scottish Government's Energy Policy on next business meeting agenda for discussion on the response to action DSG(2019)M001/A009**

David Broughton noted an action had been placed following a question he had raised at the sub group in January 2020 on the recycling of waste having queried whether metal waste going for recycling was used for non-nuclear uses. While he noted the action had been responded to he did not feel it had been responded to appropriately noting that if the end use of the material being recycled was unknown then it would be difficult to carry out a cost benefit analysis to ensure this was the right thing to do. June Love noted that she would re-open the action and ask for a more detailed response.

**Action: DSG(2020)M01/A002: Sam Usher, Strategic Director Dounreay to provide a response as to whether metal being transported for recycling had gone to non-nuclear uses.**

Tor Justad asked whether there was any progress with the long-standing promise to conduct a commercial freight trial at Georgemas. Trudy Morris responded that DRS had now confirmed the date of 18<sup>th</sup> March for the trial and the Caithness Transport Forum alongside DSG were identifying stakeholders to attend this. DRS had indicated that they would be limited to a group of seven people and questions had been raised as to whether other stakeholders could be invited but be situated at the other end of the railway station to view the trial. Details of this were still being developed. [Secretary's note: following the meeting, DRS subsequently wrote to the Transport Forum and DSG to cancel the trial because of the Coronavirus and a new date would be identified later.]

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

**DSG(2020)M01/A003:** June Love to co-ordinate meeting with Chapelcross and Hunterston SSGs in April to coincide with the Scottish Government meeting.

**DSG(2020)M01/A004:** Ron Gun to raise representation for DSG at the next Association of Caithness Councils meeting.

**DSG(2020)M01/A005:** June Love to identify suitable date for a visit to the JOG Mill project and extent invitation to all DSG members.

**DSG(2020)M01/A006:** June Love to put update from Community Sports Hub meeting held on 29 January to the DSG Business meeting for discussion.

**DSG(2020)M01/A007:** Caithness Transport Forum (via Caithness Chamber of Commerce) to write back to DRS noting disappointing and seeking further clarification of timelines and the future of the crane. Contact would also be made to Hi-Trans for advice.

**DSG(2020)M01/A008:** June Love to raise administration issues around AGM at the Business meeting for clarification.

**DSG(2020)M01/A009:** All DSG Socio economic sub group members to provide comment to June Love on the NDA Socio Economic Impact Report, 2018/19 by end of February.

**DSG(2020)M01/A010:** June Love to feedback to NDA and PBO that when senior personnel were visiting Caithness they included a meeting with DSG representatives.

**DSG(2020)M01/A011:** Mick Moore to find out whether the 173 tonnes of waste metal that has been recycled had this gone to non-nuclear uses.

**DSG(2020)M01/A012:** All members to provide comments to June Love by 28<sup>th</sup> February on the NDA Social Impact report 2018/19.

**DSG(2020)M01/A013:** Any member who wish to be nominated for an official post to let June Love know as soon as possible.

**DSG(2020)M01/A014:** June Love to write to all DSG members setting out vacant positions for DSG officials.

**DSG(2020)M01/A015:** Ron Gunn to provide future Thurso Community Council meeting dates to Roger Saxon.

**DSG(2020)M01/A016:** Roger Saxon to provide a short presentation on DSG to the Thurso Community Council.

**DSG(2020)M01/A017:** Dawn Clasper (with Marie Mackay), DSRL Community Relations to develop new criteria and update guidance for the Dounreay Communities Fund for DSG members to consider.

**DSG(2020)M01/A018:** Roger Saxon, DSG Chair to write to THC expressing disappointment about lack of open questioning in committee to the CNSRP Programme Manager.

**DSG(2020)M01/A019:** Roger Saxon to write to Scottish Government with DSG concerns about HIE's reduction in annual funding.

**DSG(2020)M01/A020:** June Love to circulate NDA Local Economic and Social Impact Strategy 2020-2026 inviting DSG members comments for consultation response.

## **5. HIGHLAND COUNCIL – DOUNREAY/VULCAN EMERGENCY PLANNING ZONES**

Stephen Mardon, Highland Council Resilience officer provided the following update. [Secretary's note: this update should be read alongside DSG(2020)C019.]

- The regulations for REPPIR (Radiation (Emergency Preparedness and Public Information) Regulations had changed in 2019 and had resulted in a change of requirements for emergency planning zones. Under regulation 8 of REPPIR 2019 the local authority must determine the detailed emergency planning zone on the basis of the operator's recommendation. The operators, in making their recommendations, would take into consideration local geography, demographics and practical implement issues, the need to avoid (where practicable) the bisection of local communities and the inclusion of vulnerable groups immediately adjacent to the area.
- The detailed emergency planning zone for DSRL had been 1.5km and slightly larger for Vulcan site. These distances were quite historic and were those agreed under REPPIR 2001. Under these regulations the responsibility and determination of the Dounreay Planning Zone (DPZ) rested with ONR and passed to the Highland Council lead on emergency planning for nuclear matters. In turn the Highland Council worked with a number of partner organisations for offsite

emergency plans.

- In September 2019, Dounreay and Vulcan had both submitted their consequence reports which showed a difference in minimum offsite emergency planning distances for Dounreay and Vulcan. Following discussions with both sites and the regulators it was agreed to have a consistent DEPZ covering both sites based on geographic land features. This reflects the excellent work carried out by both sites and is based on the radiological hazards. A substantial amount of the community around the Reay area is now not included within the DEPZ. These recommendations had been presented to ONR and this is what is now being worked on for the future.
- Upper Dounreay and Buldoo had been included in the DEPZ on the basis of the proximity of the residential properties and sole access roads to these properties in the unlikely case of self-evacuation.
- Another new concept was the reference to an outline planning zone. This was a requirement to look outwith the detailed measures. There was no opportunity for the local authority to influence this planning zone based on the nuclear material on the sites and for both sites the outline planning zone would extend to 5 km.
- Highland Council would now produce a REPIR 2019 compliant offsite emergency plan and this would be a combined one with an annex referencing each site. This work was expected to be complete by mid-May although, as the threat of coronavirus is being explored, there were other more pressing emergency planning issues at this time. In the interim, existing offsite plans remain fit for purpose.
- Highland Council and the sites would also be providing updated for public information and leaflets would be delivered to all properties within the DEPZ and also copies made available on-line for the public within the OPZ.

David Broughton asked whether those with properties within the DEPZ could potentially lose their sale value given they are in a mandatory evacuation zone. Stephen Mardon responded he was not an expert in law.

Tor Justad noted that he had received a briefing from the Industry Department and ONR on the new regulations. He stated that at these meetings the recommended emergency planning zone was 30km and asked why the area around the two sites was only 5km. Stephen Mardon responded that the plans had reflected the ACOP that outlined four categories of zones and the criteria for 5km reflected the hazards that were on both sites.

Tor Justad asked when the information would be made available as it was important that these regulations are put on to the site sooner rather than later. He queried whether iodine tablets would still be available for those in the DEPZ. Stephen Mardon responded that iodine tablets were no longer required as there were no operating reactors on the sites.

Tor Justad stated that any accident resulting from radiological releases was still dangerous despite whether sites were in operation or decommissioning mode. Ian Rogers, ONR re-iterated that the

5km was entirely in accord with guidance provided to Highland Council who had engaged with both Dounreay and Vulcan sites as well as the regulators. He emphasised the zones of 30km were for operating nuclear reactors. In terms of iodine tables these were only distributed where there was a potential for a nuclear accident resulting in the release of Iodine 131 which was the by-product of nuclear fission reactors. There was no credible scenario where Iodine 131 could now be released into the environment at the Dounreay and Vulcan sites.

Gillian Coghill asked if the leaflet distribution would be co-ordinated between the two sites. She felt that one DEPZ for both sites would help to avoid confusion on two different zones.

Stephen Mardon noted that ultimately all decisions on emergency planning were the responsibility of the local authority because of its statutory responsibility under legislation. The plans and zones identified were agreed after consultation and discussion between representatives of many other organisations.

David Flear asked that, as a person involved in Social care for many years in Caithness, had the Social care department been involved in discussions. Stephen Mardon confirmed NHS Highland, the agency responsible for adult social care was one of the organisations involved. As part of the emergency planning arrangements NHS had a number of representatives on the group and Highland Council consulted with their counterpart in NHS on a regular basis.

Tor Justad asked what regulations applied in relation to the carriage of dangerous goods act which would include nuclear material that was being transported by rail or sea. Ian Rogers responded that the change in the regulations to REPPIR came as a result of the European Safety Directive and brings UK legislation in alignment with European law. As part of the revisions to REPPIR, the opportunity had been taken to address the requirements relating to the emergency arrangements for the transport of radioactive/nuclear material within the revised Carriage of Dangerous Goods Regulations. Tor Justad asked if information on the carriage of dangerous goods act could be provided to outline the areas where this included the transport of such.

## **6. VULCAN UPDATE**

Cllr Struan Mackie stated that before Commodore Prince provided his update it would be useful to receive the site's updates first. He noted that written reports had been provided to the sub group meeting from Vulcan, Rolls Royce, DNSR, ONR and SEPA. He then invited Wendy Newton to provide an update.

Wendy Newton, Head of Establishment, MOD (Vulcan) reported:

- A health and safety roadshow had been delivered on site and today with today being National No Smoking Day MOD had announced its sites would be 100% smoking free by XXX and Vulcan was aiming to beat that target.
- DNSR were on site this week to continue with their inspection and audit programme. Recent DNSR had deemed the STF ventilation system audit as adequate. The 2020 programme for inspection and audit was being discussed and developed.
- Commander Mark Cleminson had joined the Vulcan team in December taking over the role from Cdr Shaun Southwood. Cdr Cleminson had previously been at Vulcan and therefore was known

to some locally.

- Within the Submarine Delivery Agency there had been 100% participation in 'speak out' training with links to behaviours in the workload. Representatives from DSRL had also attended and this had helped enhance the training provided.
- The Women in Nuclear (WiN) Highland Regional branch and Dounreay's Women's Network were announced as winners of the Regional Heroes Award at the annual WiN conference in London in January.

Tor Justad asked why the inspection relating to the STF ventilation had only received an adequate marking. Wendy Newton responded that an adequate marking meant that it had met the standards. James Bryson noted that in terms of an adequate rating this demonstrated that the site was compliant.

**DNSR:** James Bryson stated there were no further updates of significant since the sub group meeting held in January 2020.

**ONR:** Ian Rogers noted that, on behalf of his colleagues representing Vulcan, there was nothing further to add since the latest update report.

**SEPA:** Stewart Ballantine confirmed that there was nothing to add from a SEPA perspective.

Struan Mackie noted the good work by the WiN group and felt that was an excellent example of what they were doing and helped to highlight what was going to be improvements in upskilling and recognised across the UK. He added he would be bringing forward a motion to Highland Council for the local authority to sign up to the WiN industry charter.

## **7. MOD PRESENTATION**

Cllr Struan Mackie noted that it would be fair to say there had been a certain amount of frustration by DSG regarding the information that had been provided on the future of the Vulcan site to date. Two years ago, MOD had indicated they would be in a position to provide DSG with the options for the site in January 2019 but at that meeting it was clear that the options were not as well defined as they should have been and at that time DSG had been informed there was no further information to provide because MOD did not want to prejudice procurement. Cllr Mackie added that since that time Vulcan had invited a small group of DSG members to the Vulcan site for a visit and personally he had found that useful. However, he noted that the NDA managed to ensure that the community was involved in the market engagement when it came to competing the Dounreay site and managed to provide information without prejudicing the procurement rules. That said, Cllr Mackie invited Commodore Prince to provide an update.

Commodore Mark Prince thanked the DSG chair (outgoing) for inviting him to the meeting and noted that he had previously lived in the area while working at the Vulcan site and was delighted to be back in the area for a short while. He then provided a short presentation – DSG(2020)CO18 refers. After a brief summary of the importance of the Vulcan site since it had begun the following was provided:

## Endorsed by correspondence

- Currently the site was under POCO (Post operational clean out) and was therefore approaching the decommissioning phase. Prior to decommissioning, the reactor would be defueled and the radioactive hazard reduced so that the site was ready for decommissioning activities. As the programme develops MOD would continue to work with DNSR and ONR to ensure that safety continued to be the priority.
- The decision to decommission the site was taken following reviews of the potential use for the site. Unfortunately these reviews concluded there was no future use for MOD and therefore moving forward with decommissioning was the most sensible approach.
- Discussions also continued with NDA and Dounreay to ensure that the work carried out at Vulcan would be coherent with the Dounreay decommissioning programme. There were also discussions ongoing with NDA as to the most appropriate time to hand back the site.
- The existing contract with Rolls Royce continues until 2022. It was envisaged that the decommissioning activities to take the site back to brownfield would be completed in the early 2030s.
- A Prior Information Notice had been issued yesterday, through the Defence Contracts Bulletin which was a call to market of the intent for this contract. A market industry day would be held in Caithness on week commencing the 4<sup>th</sup> May with the contract formally commencing in 2023.
- Consultation would be undertaken via The Highland Council planning process once an application was lodged.

Cllr Struan Mackie thanked the Commodore for his presentation and invited questions from members. He asked whether the information that had gone out via the PIN had outlined the types of businesses required to support. Wendy Newton responded that the PIN was open to all companies within the defence supply chain and the national companies had the opportunity to sub-contract with SMEs as long as these companies could demonstrate compliance.

Trudy Morris asked, that as the Chamber of Commerce, how they could get engaged to ensure that the larger companies were aware of the local capabilities that would allow local companies to get involved. She added that it would also be useful to understand the skills mix which in turn could support young people, apprenticeships and the socio economic activities of the area. Trudy Morris added that she would like to see a similar arrangement to the one that was undertaken when the management of Dounreay was competed.

Roger Saxon thanked the Commodore for his presentation noting that DSG had waited a long time for this information and was pleased at least to see the PIN had been published which signalled the start of the process. He pointed out however that DSG had been asking to engage in the options for the future of the site since 2017 and it now appeared that the tender was out therefore the final option had already been decided. He added that James Franklin once said "If decommissioning was going to happen there was a requirement on the MOD under EIADR99 to tell ONR what they were doing; the Environmental impact assessment (EIA) that would be would be required would also be subject to public consultation". He asked if this was still the case. Wendy Newton responded that

the EIA would be part of the documentation that would be available as part of the statutory consultation. This was not yet available for review but would be as part of the Highland Council planning. Commodore Prince added that in terms of the options there had been no decision as to how the decommissioning would be carried out and the PIN just issued would help shape that detail when those interested in bidding for the work returned their proposals.

David Alexander asked if MOD had included socio economic activities as a requirement for procurement. Commodore Prince said that this had not been taken into account as they did not fall under the same legislation that NDA did.

David Flear asked what the interim end state for Vulcan was expected to be? Commodore Prince responded that the timeline was not yet defined but it was expected that the interim end state would be when the site was returned to a brownfield site.

Cllr Struan Mackie stated that it was worth noting, given the Commodore's discussions with NDA, MOD and DSRL he should be aware there was a group of local businesses that had a good pedigree when it came to nuclear decommissioning.

David Broughton said he was unclear of the scope of the PIN and asked for clarification on whether this was a major contract for a turnkey project or a general approach to see what could be proposed. He added there if MOD were planning to go down the turnkey route then they should speak with NDA on the implications of that. Commodore Prince responded that dependent on what route MOD went down it was expected that all those interesting in tender would provide some ideas and innovation in getting the site to brownfield.

Roy Blackburn stated he was still not quite clear about the detail of the PIN. He noted that the DSG had discussed the potential options for the site at previous meetings and it now appeared that prior to any discussion on potential options the decision had been made. He asked if the wording of the PIN could be provided.

Wendy Newton provided the following wording for the PIN. The MOD has place a Prior Information Note (PIN) in the Defence Contracts Bulletin, the portal for UK Defence suppliers to be made aware of up-coming MOD contracts. The PIN says that the MOD will be running a competition for the Vulcan Site Management and Decommissioning and a Market Interest Day is due to be held in the week commencing 4<sup>th</sup> May 2020 in Thurso, Scotland. The bulletin gives details of how potential suppliers can register interest to receive information through the AWARD tool, and the security requirements they will be required to meet for that engagement.

Tor Justad stated, in relation to David Broughton's question, that the majority of the bigger players were limited for defence contracts and it would be the likes of Rolls Royce and BAE Systems that would be in a good position to tender for this. He wondered how SMEs could get hold of this information if they did not have the ability to access the bulletin or whether it was possible for SMEs to register on the system. It was likely there were a lot of smaller contracts within the overall portfolio of work and it would be good to see the Chamber of Commerce get involved to ensure some benefit remained in the local economy.

Eann Sinclair had noted a comment on the potential for some assets to remain as a legacy for future economic activity. It struck him that one of the assets was the currently workforce and this was

important to take into consideration in terms of the timescale for the cessation of Rolls Royce's current contract. He asked if the Vulcan workforce was being kept up to speed. Commodore Prince stated that all the MOD team was up to speed but in terms of Rolls Royce this question would have to be deferred to them.

**Action: DSG(2020)M01/A021: DSG Chair to write to Rolls Royce to ensure that the RR workforce at Vulcan are being kept updated on the future activities for the site.**

In responding further to the questions about how SMEs could get on to the contract system, Commodore Prince said that anyone who could meet the requirements for MOD procurement could register to get on the system and would be alerted of contracts. He added that he also believed there was an opportunity for SMEs to support the larger contractors.

Cllr Struan Mackie asked if HIE was prohibited from supporting companies working within the arms and defence market. Eann Sinclair said that HIE would be in a position to support local companies to grow their capability and felt that consideration would be under the backdrop of supporting the decommissioning market. He felt this was something that DSG and others could help raise awareness of to the local companies who have the capability to support.

Cllr Struan Mackie stated that if this was done correctly it could be seen as a potential pathfinder with some good learning to UK plc in terms of capability going forward ensuring that the close working relationships remained and ensuring the capability of the area was maximised.

## **8. DOUNREAY UPDATE**

Before opening up to the updates from Dounreay, Cllr Struan Mackie noted the earlier discussion on the DRS commercial freight trial that would be held on 18<sup>th</sup> March 2020. He noted that while Roger Saxon had been involved during his tenure as Chair it was unfortunate he was not available to attend on the 18<sup>th</sup> due to other commitments. Roger Saxon added he was disappointed that only 7 observers would be allowed to attend given the emphasis that DSG and the Transport Forum had placed on this and the length of time it had taken to set a date. He questioned whether other observers could have stood on the platform on the opposite side to observe. [Secretary's note: due to coronavirus this has now been cancelled and a new date will be identified later.]

David Alexander stated he would like to place on record that DSG representatives had been involved in a number of meetings to discuss a renewed emphasis on socio economics. He added it was good to see the NDA's new strategy on socio economics had recognised the need for a much more focussed approach for the Dounreay area and that the site itself had woken up to the fact that the nuclear partners (NDA/PBO/DSRL) need to be much more active in supporting CNSRP. He felt that had gained impetus over the last two to three months and he personally welcomed the new focus on this and looked forward to seeing the nuclear partners working together. This would allow stakeholders to look to other partners within CNSRP to ensure they were all playing their part.

Cllr Struan Mackie agreed and re-iterated that it was good to see some urgency starting to gather pace with the nuclear partners and believed that everyone round the table would agree that other CNSRP partners needed to take a long hard look at themselves and ask whether they were really working in partnership or just ticking some boxes. He added that the time for talking was coming to an end and real action and movement was required on the priority projects going forward and like

David Alexander, he was extremely heartened to hear that the nuclear partners were keen to play their part.

Before moving on, Cllr Struan Mackie noted that the last public meeting held (September 2019), questions had been asked regarding the rumours of the site being taken back in-house by the NDA and the progress of the site's performance plan. Cllr Mackie added that the rumours of the site continue to circulate and did no good for the confidence of the Dounreay workforce or the wider community. DSG's concern was that if this became a distraction it could lead to an unsatisfactory safety performance which in turn does not allow the county to be marketed from a 'decommissioning excellence' point of view. Cllr Mackie stated that due to the number of topics on the agenda this evening he was not asking NDA or the Dounreay site to make comment on this but emphasised that these would be the areas DSG would focus on over the next year until DSG was satisfied they were getting comprehensive and honest answers.

At this point, Cllr Mackie handed over for update reports.

**NDA:** Tony Perry reported:

- With regards the rumours of the site contract, NDA would not comment on speculation. The NDA continues to work closely with Cavendish Dounreay Partnership (CDP) and DSRL to progress the development of an updated performance plan.
- The performance plan, which sets out the future decommissioning work needed, continued to be developed and this was a major piece of work given the complexities of the site. The information on the plan was being provided as openly and transparently as it could be at this time. NDA had provided further support from Corporate Centre to support the review of the plan as it was essential to ensure that the programme provided the correct solution to take the site to interim end state.
- While work was continuing on the performance plan, this was with the backdrop that the NDA Site Facing Team at Dounreay had reduced in numbers with two key members of staff leaving at the end of 2019. Recruitment was underway to ensure that the team was fully staffed to continue their work with the site.
- David Wallace had been appointed as the NDA Stakeholder Relations Manager for Scotland. David (who was in attendance at this meeting) would take over responsibility for NDA communications and stakeholder relations at its three Scottish sites and become the NDA's main point of contact with Scottish Government.
- NDA was also finalising the Local Economic and Social Impact Strategy 2020-2026 and the consultation of this document would close on 13<sup>th</sup> March. John McNamara, NDA Head of Stakeholder Relations (sitting in the public audience) noted that the strategy reflected a four-fold increase in socio economic funding for the Caithness & North Sutherland area.
- The NDA continues to be involved in socio economic activities and had recently written to Scottish Government supporting the work that the Caithness Chamber of Commerce, on behalf

of CNSRP, had carried out looking at the potential for a PSO at Wick John O'Groats airport. NDA believed this airport was crucial in supporting the socio economic activities for the area.

- Both John McNamara and David Wallace would attend the CNSRP Executive Board that was scheduled for the 12<sup>th</sup> March 2020.

Struan Mackie thanked Tony Perry for his update noting that, while at times NDA had been given a hard time in relation to the socio economic activities it could not be overlooked that the investments they had made to date in the area had been crucial to these projects. However, he noted that NDA was not the only funders within the partnership and it would be good to see UK/Scottish Government and The Highland Council starting to support some of these activities also. He recognised that a lot of other areas did not have the benefits of NDA and DSRL funding and it was only right that they were thanked for their contributions so far.

Struan Mackie stated that he and other DSG members had met with John McNamara on a number of occasions and the opportunity for early dialogue had been welcomed. He looked forward to working with David Wallace in the future.

Trudy Morris stated she would like to place on record the Chamber's thanks to David Peattie, CEO of the NDA for sending a letter of support for Wick/JOG airport to the Scottish Government Cabinet Secretary and other ministers.

David Flear felt there was an opportunity to ensure that the three Scottish stakeholder groups got together to meet with David Wallace and Scottish Government. There were opportunities to maximise the time when SSGs were attending the Scottish Government Scottish Nuclear sites meeting. Struan Mackie noted that this discussion had started and was expected that an exploratory meeting would be held in Edinburgh alongside the next SG Scottish Nuclear sites meeting.

There being no further questions, Struan Mackie thanked Tony Perry for his input.

**Dounreay:** Kenny Douglas reported:

- He had been acting interim MD following a change of personnel and the subsequent sad loss of Steve Beckitt and this was likely to be his first and last meeting of DSG in this capacity. From his point of view, it had been a great experience in leading the site for a short period of time and will continue to help as he plays an ongoing role on the Board.
- Coronavirus is currently the main focus and the site business continuity team had been set up to get plans in place. Part of this was asking the workforce to take responsibility for personal hygiene and to follow guidance around self-isolation if they have any symptoms or are arriving back from holidays in identified areas. Regular updates are being provided to the workforce.
- Safety performance continued to be mainly consistent recognising that there was no room for complacency. Some minor first aid injuries were still occurring on site and the aim was to get to zero accidents.

## Endorsed by correspondence

- DSRL continued to work with SEPA on closing out the environment actions that have been previously reported to DSG.
- The announcement of the completion of the Exotics programme (nuclear material movements) had been made at the end of 2019. This had been a major achievement for the site in relation to the scale of this particular programme of work that had taken four and a half years to conclude. The work required a phenomenal amount of engagement between a number of Government agencies, industry and other stakeholders. This would have been communicated at the DSG December meeting which had been cancelled due to the UK Government elections.
- The first contract, under the Decommissioning Services Framework, had been awarded. The contract, for the Shaft advanced transitional work, had been awarded to Nuvia and was expected to commence later this year.
- Elsewhere, the DFR breeder fuel continues to be transferred to Sellafield. This work is expected to continue over the next two years.
- The first contract under the Decommissioning Services Framework had been awarded. The contract, for the Shaft advanced transitional work, had been awarded to Nuvia and was expected to commence later this year.
- In relation to the longer term decommissioning programme, known as a performance plan, a lot of work had been done and was continuing. For the next financial year (1<sup>st</sup> April 2020) the site is expected to have funding of around £200m. While the longer term plan continues to be finalised, the working plan for next financial year is well defined and has been built to be consistent with that longer term plan. Discussions on the decommissioning plan to interim end state, and the associated inevitable changes in headcount as the site gets closer to its end point, continued with trade unions.
- Senior management representatives joined the Dounreay unions to meet with Gail Ross, MSP and Jamie Stone, MP to discuss the performance plan and socio economic activities.
- The Dounreay's Women's Network and the Women in Nuclear (WiN) Highland Regional branch were announced as winners of the Regional Heroes Award at the annual WiN conference in London in January. In addition two of DSRL's staff – Kirsty Mackay and Lindsay Anderson – had both been shortlisted for awards in the forthcoming National Skills Academy Nuclear awards due to take place on 12<sup>th</sup> March.

Cllr Struan Mackie noted the Regional Heros award and the pending NSAN awards and, on behalf of all DSG members, congratulated the Women's Network teams following that success.

Cllr Struan Mackie urged everyone to take due care and abide by the Government's advice on coronavirus especially in rural areas where there could potentially be vulnerable people who need some help – he asked that everyone remain vigilant and keep an eye out for their neighbours.

Roy Blackburn noted that the TRIR (Total incident recordable rate) looked pretty good at present but that the trend had increased four-fold over the last 12 months. Recognising that it had taken the site quite a time to get to such as good performance previously, he found it disappointing that the trend was going down. Kenny Douglas responded that the site management recognised this and, while current statistics still reflected good performance, the team was actively working at further development of the safety improvement plan to get the trend moving back in the right direction. While the injuries recorded were mainly slips, trips, falls and spacial awareness injuries, he added that the site was not being complacent and recognised that further work was required.

Tor Justad asked how long the shaft and silo project, that had just been awarded, would take if work started in the summer. Kenny Douglas responded that this was the first of a number of packages of work for the shaft/silo project and this contract would be the first physical works being carried out around the top of the shaft to prepare for the facilities that will be required. In relation to this piece of work, the contract had been awarded to Nuvia and it would take 30 months to complete with the first 6 months being preparatory work and 2 years working on the site. Struan Mackie congratulated the Nuvia representatives (sitting in the public audience) on the award of this contract.

David Broughton stated he was confused about the time for the programme and asked whether the performance programme was the contractual element of the NDA/PBO contract or there were problems of understanding with the real programme. Kenny Douglas responded that in terms of the performance plan (sometimes called the lifetime plan or decommissioning programme), there continued to be some discussions with the NDA as to the duration of specific activities and scheduling. While this was a challenging plan, there was a route to completion. The Fuel Cycle Area (FCA) was the area that had most of the uncertainty and this was being further developed, however it is believed that within the plan there is existing techniques to complete this work. The discussion with the NDA was around the schedule and cost elements of this.

There being no further questions, Struan Mackie thanked Kenny Douglas for his input.

**ONR:**

Ian Rogers noted there was nothing further to add from the last written report.

Tor Justad asked that given good practice for the emergency planning officers throughout the UK, was ONR satisfied that the local authority had the capacity to deliver REPPIR 2019. Ian Rogers responded that ONR acknowledged the increased requirement placed on the local authorities and had been providing support and training to the local authorities with regards the DEPZ development. He added that the local authorities as the duty holder has always had the requirement to demonstrate an adequate capability and this had not changed. Tor Justad added that this was in the context of the local authorities having much bigger teams in the past and did not appear to be credible now. Ian Rogers responded that, in the case of Highland Council, he acknowledged that one person may have been identified as the lead but that that person gets the full support he needs to discharge his accountabilities from a number of other organisations. Tor Justad noted that time would tell.

**SEPA:**

Stewart Ballantine noted that there was nothing further to add from the report that had been provided at the sub group meeting at the end of January. He noted that following on from the

questions raised on the Hunterston/Sellafield flask incident, DSRL had also detected similar issues and should be commended for their diligence in identifying items of debris within the flasks received by the site and prompt reporting to SEPA. SEPA was speaking with the Environmental Agency as the environmental regulator for Sellafield and would report the conclusion of the investigation in the future.

Tor Justad asked whether there was any outstanding information from DSRL that SEPA was still waiting for. Stewart Ballantine responded that there were no outstanding information from DSRL.

**CNC:** T/Supt Andy Peden reported:

- There had been some changes in personnel both nationally and locally. Newly appointed Operations Director, Assistant Chief Constable Louise Harrison and more locally Chief Inspector Samantha Arden who had started work at Dounreay in January.
- CNC continued to engage with the local community both on and off the Dounreay site.
- Work continued with Police Scotland on Project Servator deployments and a number of activities had taken place recently on and off the site.
- Recruitment activities continued with CNC joining Job Fayres in Wick and Inverness. Six new officers were in the pipeline, most of whom were local to Caithness/NS. Two will join the team at Dounreay in the next week.
- Last Tuesday, Staff member Alison Gunn was presented with awards for Long Service and Good Conduct and an outstanding achievement.

Struan Mackie added his congratulations, on behalf of DSG, to Alison Gunn and noted that the local paper had covered this story today. He added it was good to hear that CNC continued to recruit and believed that other organisations could learn from CNC's approach to recruitment for the area.

#### 9. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

Cllr Struan Mackie noted that members of the public had been given the opportunity to raise questions under the different elements of the agenda. He invited members of the public to raise any further issues that had not previously been raised. One member of the public raised a question around the NHS. Struan Mackie responded that this was not the DSG's business and given that the NHS representative was not in attendance it would be unfair for anyone to respond on their behalf.

#### 10. **ANY OTHER BUSINESS**

Before opening up to members, Cllr Struan Mackie noted:

- The next sub group meetings would take place on 29<sup>th</sup> April 2020. [Secretary's note: these meetings will be kept under review but likely to be cancelled with alternative arrangements put in place.]

## Endorsed by correspondence

- Given the change of the DSG officials, the Business meeting would meet shortly to agree the appropriate representation for the various groups/committees that DSG is involved in.
- Before moving on, Cllr Struan Mackie then invited David Flear and Derrick Milnes to reflect on their involvement with DSG before stepping down from the committee.

David Flear said he had decided to retire and had every hope that the new DSG team would continue to build on the good work of the past officials. He felt that DSG had always punched above their weight and had been instrumental in ensuring that socio economic activities were included in site contracts, the £4m community fund for the low level waste facility, the opening and expansion of Dounreay.com and the NDA nuclear archives (Nucleus) that had created around 70 jobs to name but a few interactions. He added that DSG had always had a good reputation abroad and had over the past years been invited to get involved in stakeholder engagement activities in Berlin, Brussels, Luxembourg and Japan to name a few. David Flear continued it would be remiss not to mention the late Rev Ronnie Johnston who had also been a stalwart of DSG and would always be fondly remembered for his involvement within the DSG and wider community. He went on to note that thanks should also be conveyed to June Love, DSG Secretariat who was the glue that held the DSG together always guiding DSG members as appropriate and also thanked Derrick Milnes for his involvement as vice-chair who had always been a good balance to knock ideas off. He concluded that he was pleased that DSG was in a positive position and thanked everyone for their support over the years and wished everyone well for the future.

Derrick Milnes echoed David Flears' comments and noted that he too had had a full involvement with DSG and the local liaison group prior to DSG. He added that David Flear had picked up most of the main successes and added that DSG had also supported both Wick and Scrabster harbour developments and also acknowledged the important work carried out by the Chamber. He noted that the next three years would be crucial to focus on the topics that DSG could influence and that the membership should be considered to encourage younger people to get involved. Derrick also thanked June Love, DSG Secretary and her team who continued to do a marvellous job.

Cllr Struan Mackie thanked both David Flear and Derrick Milnes, on behalf of the DSG, for their support over a number of years and while noting the comment on getting younger people involved within DSG he acknowledged the vital support by those with wisdom and experience too. He added his thoughts in relation to the late Rev Ronnie Johnston and also to Steve Beckitt who would be sadly missed. He also noted his condolences to the family and friends of Bob MacLennan who had been a fierce champion for the area and would be also sadly missed.

There being no further business, Struan Mackie thanked everyone for their input, wished everyone a safe journey home and formally closed the meeting.

**Struan Mackie**  
**DSG Chairman**  
19 March 2020

## **ACTIONS ARISING FROM THIS MEETING**

**DSG(2020)M01/A001:** June Love to put Scottish Government's Energy Policy on next business meeting agenda for discussion on the response to action DSG(2019)M001/A009

**DSG(2020)M01/A002:** Sam Usher, Strategic Director Dounreay to provide a response as to whether metal being transported for recycling had gone to non-nuclear uses.

**DSG(2020)M01/A003:** June Love to co-ordinate meeting with Chapelcross and Hunterston SSGs in April to coincide with the Scottish Government meeting.

**DSG(2020)M01/A004:** Ron Gun to raise representation for DSG at the next Association of Caithness Councils meeting.

**DSG(2020)M01/A005:** June Love to identify suitable date for a visit to the JOG Mill project and extent invitation to all DSG members.

**DSG(2020)M01/A006:** June Love to put update from Community Sports Hub meeting held on 29 January to the DSG Business meeting for discussion.

**DSG(2020)M01/A007:** Caithness Transport Forum (via Caithness Chamber of Commerce) to write back to DRS noting disappointing and seeking further clarification of timelines and the future of the crane. Contact would also be made to Hi-Trans for advice.

**DSG(2020)M01/A008:** June Love to raise administration issues around AGM at the Business meeting for clarification.

**DSG(2020)M01/A009:** All DSG Socio economic sub group members to provide comment to June Love on the NDA Socio Economic Impact Report, 2018/19 by end of February.

**DSG(2020)M01/A010:** June Love to feed back to NDA and PBO that when senior personnel were visiting Caithness they included a meeting with DSG representatives.

**DSG(2020)M01/A011:** Mick Moore to find out whether the 173 tonnes of waste metal that has been recycled had this gone to non-nuclear uses.

**DSG(2020)M01/A012:** All members to provide comments to June Love by 28<sup>th</sup> February on the NDA Social Impact report 2018/19.

**DSG(2020)M01/A013:** Any member who wish to be nominated for an official post to let June Love know as soon as possible.

**DSG(2020)M01/A014:** June Love to write to all DSG members setting out vacant positions for DSG officials.

**DSG(2020)M01/A015:** Ron Gunn to provide future Thurso Community Council meeting dates to Roger Saxon.

**DSG(2020)M01/A016:** Roger Saxon to provide a short presentation on DSG to the Thurso Community Council.

**DSG(2020)M01/A017:** Dawn Clasper (with Marie Mackay), DSRL Community Relations to develop new criteria and update guidance for the Dounreay Communities Fund for DSG members to consider.

**DSG(2020)M01/A018:** Roger Saxon, DSG Chair to write to THC expressing disappointment about lack of open questioning in committee to the CNSRP Programme Manager.

**DSG(2020)M01/A019:** Roger Saxon to write to Scottish Government with DSG concerns about HIE's reduction in annual funding.

**DSG(2020)M01/A020:** June Love to circulate NDA Local Economic and Social Impact Strategy 2020-2026 inviting DSG members comments for consultation response.

### **ACTIONS ONGOING FROM PREVIOUS MEETINGS**

**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 provided an update and noted that we have a new defence minister, however they had indicated that they were keen to have as much engagement as they could. He had received a letter from the previous Defence Minister Penny Mordaunt that talked about the basic level of consultation that will be required for the Vulcan decommissioning. Following the site visit to Vulcan Cllr Mackie believed consideration should be given to an element of socio economic value after visiting the Shore Test Facility building as there are parts of the establishment that could be used for legacy projects going forward.

**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. **Action ongoing:** An EGM was held on 15<sup>th</sup> Jan. The meeting was attended by a range of sports club representatives, the chair of the Caithness Sports Council, Councillors and Highland Highlife Active Sports Co-ordinator. Those present confirmed the clear need for new facilities in Thurso, but also recognised that the sports club representatives do not have the time to provide the support necessary to move the new facility provision forward or to provide nominations for the Sportshub committee. It was agreed that there was a clear need for the facility and our need for help to make it happen should be publicised through various means to reinvigorate the project and heighten public awareness. A further meeting is scheduled for the 29th January.

***[Note this meeting was cancelled – actions from the sub groups held in October and November have been recorded here for completeness.]***

**DSG(2019)M004/A002:** June Love to continue to progress date for Jacq Longrigg to visit Caithness to discuss skills. **Action ongoing:** Due to personal commitments Jacq Longrigg will now attend socio economic sub group in April 2020.

**DSG(2019)M004/A005:** DSG Chairman to write to The Highland Council expressing frustration and disappointment regarding Caithness Horizons. **Action ongoing:** Letter sent on 11<sup>th</sup> December 2019. A holding response was provided. Action will remain open until a response was forthcoming.

## **ACTIONS COMPLETED SINCE LAST MEETING**

**DSG(2019)M001/A007:** Roger Saxon to raise Japanese presentation and how momentum can continue at the next Scottish Sites meeting. **Action complete:** This was raised at Scottish Government Scottish Nuclear Sites meeting held on 31 October 2019. Scottish Government also has an involvement and was keen to ensure that information is shared between Scottish Government and DSG. At the visit to Japan by Cllr Struan Mackie (DSG Vice-chair), Fiona Hyslop Scottish Government Cabinet Secretary for Culture, Tourism and External Affairs had also been in attendance at the event and had mentioned the important work of DSG in relation to socio economics and community engagement.

**DSG(2019)M002/A004:** Anna MacConnell to ask JOG mill project whether the business plan could be shared with DSG members. **Action complete:** Anna MacConnell provided a hard copy of the business plan and undertook to send the link of this document to the DSG secretary. She asked that this was not shared outside the DSG sub group as there was commercial information included. It was agreed that the DSG secretary would email out to all sub group members asking them if they wished to see the business case and this would be sent to those who indicated their interest.

**DSG(2019)M001/A009:** Roger Saxon to raise Scottish Government's policy on nuclear at the next Scottish Government Scottish Nuclear Sites meeting. **Action complete:** The Scottish Energy Strategy, published in December 2017, confirmed the Scottish Government's continued opposition to new nuclear stations, under current technologies.

- . We believe our long term energy needs can be met without the need for new nuclear capacity. The Scottish Government does not believe there will be a future energy gap that only nuclear power can fill. Scotland has the resources and capacity to meet all of our electricity needs.
- . Our Energy Strategy sets out our priorities for the future energy system in Scotland comprising a whole-system approach that promotes renewables and other low carbon alternatives as part of a diverse, well balanced energy supply.
- . Given the falling costs of renewable and storage technologies, we believe our long term energy needs can be met without the need for new nuclear capacity.
- . We are aware of increasing interest in the development of new nuclear technologies, such as Small Modular Reactors. We have a duty to assess new technologies and low carbon energy solutions based on safety, value for consumers, and contribution to Scotland's net zero economy.

**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 complete:** The Vulcan visit and ongoing correspondence was noted at the Scottish Government Scottish Nuclear Sites Meeting held on 31<sup>st</sup> 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. **Action complete:** DSRL are in the process of placing a Framework Agreement for haulage services for the site which will go out to OJEU on 16<sup>th</sup> September (covering 4 years commencing 1 Nov 2019). Existing framework contractor predominately used by site already 'optimises' transport moves whereby they generally tie in deliveries/collections with other customers as it makes good business sense. Under the new framework contract the following has been included "Ensure as far as is reasonably practical that transport moves are optimised, minimising unoccupied loading capability."

**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. **Action complete** – amendments made and minutes finalised.

**DSG(2019)M003/A002:** Stewart Ballantine to provide a response as to whether the findings of the unusual particle made it safe or not. **Action complete:** If in the highly unlikely event that the particle was ingested, analysis showed that it would not have a significant impact on human health. Further studies on the americium-241 particle are ongoing, the findings of which will be communicated to the DSG in due course.

**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 will also be requested. **Action complete:** Peter Faccenda noted that he had made enquiries had been informed that a series of projects had been submitted to the City Region Deal (CRD). It was unlikely that a second round of this initiative would commence until the first round projects were complete. There was a potential for underspend in these (first round) projects but unlikely that this would allow CNSRP projects to be put forward for consideration. A watching brief for the potential CRD2 would continue.

**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. **Action complete:** Discussed at Business meeting held on 9<sup>th</sup> August 2019.

**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. **Action complete:** invitation sent on 12<sup>th</sup> August 2019. Response received indicating that a date for a visit will be identified shortly.

**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). **Action complete:** Meeting scheduled for 1<sup>st</sup> October 2019. Trudy Morris noted that the meeting had taken place and the issue of supply chain recruitment had been raised. John Hook had indicated that while he could not stop people applying for any vacancies at the site he would not allow poaching of staff to take place. He had also indicated Rolls Royce's continued apprentice programme and the aspirations for a deployment hub in Caithness post 2022 which had the potential to deploy up to 100 people.

**DSG(2019)M003/A008:** Anna MacConnell to ask CNS Fund to forward quarterly updates to DSG Socio Economic sub group for information. **Action complete:** Anna MacConnell noted that this had been requested. She added that the CNS Fund AGM would take place on Wednesday 6<sup>th</sup> November at 1900 hrs in the Pentland Hotel and encouraged members to attend. At the AGM an annual report would be available and some of the beneficiaries of funding would be providing short presentations

**DSG(2019)M003/A009:** Roger Saxon to take forward discussion on invitation for a small number of members to visit Vulcan site. **Action complete:** discussed and agreed at DSG Business meeting held on 9<sup>th</sup> August 2019.

**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. **Action complete:** NDA presentation circulated to all DSG members on 23<sup>rd</sup> August – DSG draft response also included and awaiting feedback from members.

**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. **Action complete:** Peter Faccenda had noted that he had attended the last DSG business meeting to discuss this. It was recognised that both groups had some legitimate overlaps. The CNSRP Advisory Board was considering its role and would bring forward a paper for the role of the Advisory Board to the Executive Board for consideration.

**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. **Action complete:** confirmation of agreement for visit was emailed on 11<sup>th</sup> August 2019.

**DSG(2019)M003/A013:** June Love to discuss with DSG Chairman most appropriate representation from DSG to visit Vulcan. **Action complete:** representation has been agreed (availability dependent).

**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. **Action complete:** On agenda for 4<sup>th</sup> 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. **Action closed.** It was noted that the next Summit was due to meet in Edinburgh therefore it was unlikely that it would come to Caithness the following year. Therefore this action was closed for the near future but would be considered in later years.

**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. **Action complete:** Response received on 13<sup>th</sup> August stating in the process of refining the reporting mechanism for all NDA socio economic spend. First report could be available around end autumn 2019.

**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. **Action complete** – meeting in July has been identified – 22<sup>nd</sup> July is confirmed for this meeting.

**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. **Action complete:** Arrangements are now in place to invite a successful applicant to each public meeting.

**DSG(2019)M004/A001:** June Love to speak with DSG Socio Economic sub group members to explore who would be interested in visiting the JOG Mill project and then identify a suitable date for visit. **Action complete:** Discussed at sub group on 29<sup>th</sup> January 2020. Agreement to make contact to find convenient date. [Derrick Milnes, Ron Gunn, Roger Saxon, Gillian Coghill and David Alexander all indicated an interest to visit.] New action raised to co-ordinate a date.

**DSG (2019)M004/A003:** Dawn Clasper to send Trudy Morris a copy of the Rolls Royce written update report. **Action complete:** Sent on 30<sup>th</sup> October 2019.

**DSG (2019)M004/A004:** Anna MacConnell to provide update on projected timelines for Wick Harbour Authority high water gate following the meeting to be held. **Action complete:** This action was transferred to Peter Faccenda who provided an update at the sub group meeting held on 29<sup>th</sup> January 2020.

**DSG(2019)M004/A006:** DSG Chairman to write to DSRL Heritage Officer to explore potential options for further discussion with the National Museums Scotland concerning artefacts belonging to DSRL. **Action complete:** Response from the Dounreay Heritage Officer confirmed that the artefact is owned by an artist and is not owned by DSRL. There is a replica model in Caithness Horizons. There is a Dounreay Heritage Advisory Panel that has been in existence since 2010 and meets annually. The MOU with this panel covers the issue of DSRL having the opportunity to comment on wording of display panels in terms of factual wording and this will continue. The next meeting is scheduled for 26 March and the DSG's concerns will be put on the agenda.

**DSG(2019)M004/A007:** DSG Secretariat to contact Linda Ross with a view to identifying a suitable date for her to present the outcome of her PhD in relation to Dounreay. **Action complete:** Linda Ross will attend March DSG public meeting to present her findings in relation to her PhD.

**DSG(2019)M004/A008:** David Alexander and Peter Faccenda to discuss and agree a timeline for economic reports (in relation to STUC offer of support). **Action complete:** Meeting held on 13<sup>th</sup> November 2019.

**DSG(2019)M004/A009:** David Alexander to organise meeting with all relevant stakeholders in January/February 2020 to agree scope of work for economic reports to ensure STUC has clear requirements for support. **Action closed:** coordination between NDA, CNSRP and STUC would take place to agree timelines to develop a combined report. Therefore action would be taken forward at CNSRP meeting.

**DSG(2019)M004/A010:** DSG Secretariat to bring forward information on Rural Communities (Scotland) Bill for discussions at the DSG business meeting with a view to drafting a response for further input from all DSG members. **Action complete:** See DSG(2020)C003.

**DSG(2019)M004/A011:** June Love to notify all DSG members and observers that the December meeting would be cancelled. **Action complete:** Email cancelling meeting was sent out following business meeting.