

## **DOUNREAY STAKEHOLDER GROUP UPDATE REPORTS FROM APRIL TO JUNE 2020**

DSG members provided a list of questions they wished to raise with the view that a Q&A video session would be held between Mark Rouse, Dounreay Managing Director and DSG Chair, Councillor Struan Mackie. The video of the Q&A session can be viewed online, with the password 'DounreayStakeholderGroup': <https://vimeo.com/431516482>.

A number of questions were raised, too many for one video and therefore the questions for the video were prioritised with others answered as part of this report. Some of the questions were directed to other organisations and these are also included in this report.

## **NUCLEAR DECOMMISSIONING AUTHORITY (NDA)**

### **Appointment of new NDA Chair**

Dr Ros Rivaz has been appointed as the new NDA Chair, succeeding Tom Smith, whose term as Chair ends on 31 August 2020. Ros is hugely experienced in executive and non-executive roles in blue chip companies in the UK and internationally, including Tate & Lyle, ICI, Diageo and Premier Foods. She is currently a non-executive Director of Defence Equipment and Support (DE&S), which is part of the Ministry of Defence.



### **NDA personnel changes**

Gareth Taylor has taken over from Tony Perry as NDA Head of Programme for Dounreay. A handover process has been in place over the last few months. Gareth has been the NDA Director of Nuclear Operations (Magnox) since June 2019. He was previously at EDF Energy where he was a Programme Director on the HInkley Point C New Build programme. Tony Perry is increasing in his involvement in wider NDA project work relating to the One-NDA process.

### **Questions raised by DSG members:**

- What measures can DSRL take to ensure the trial of the use of the Georgemas facility for non-nuclear freight can proceed in future as planned ?

**Response:** *The trial of commercial freight was due to take place in March 2019 but unfortunately was cancelled due to COVID-19. Once restrictions are eased sufficiently to carry out this trial, DRS will identify and confirm a rescheduled date.*

- Have the costs of rebuilding the Interim Higher Activity Waste (HAW) Stores every 100 years been included in the overall decommissioning costs? As these costs arise from Scottish Government HAW Policy will the UK Government and NDA fund these costs or will they be passed to Scottish Government?"

**Response:** *The cost of rebuilding the IHAW stores is not included in the decommissioning costs as the existing contract with the PBO concludes once Interim End State is reached around 2032. After this, the IHAW stores will still require monitoring and maintenance and this will be the responsibility of the NDA who will retain liability for the waste during that period.*

- We understand the NDA want to take the site back in-house which means the end of the PBO contract.
  - Has NDA been liaising with site management about this?
  - Is this really going to happen and if so does the PBO merely vanish from the area?
  - Has the NDA taking on board the lessons from 2012, eg safety performance?

**Response:** *The NDA cannot comment on any speculation around the PBO contract.*

## **DOUNREAY**

- **DSRL Board**

Simon Bowen has stepped down as DSRL Chair as part of a long planned move to dedicate time to other parts of the Babcock International business. Kenny Douglas, who took over the role as Dounreay Managing Director for a short period of time at the end of last year, has been appointed as his replacement. In a letter to the workforce, Simon Bowen said "It has been a privilege to be involved with the site for the last 5 years. It is a special place with an incredibly special workforce. I have been able to join you for numerous meetings and events, but nothing has beaten the feeling of getting out to visit plants and facilities to see the pride and passion that is evident for all to see."

- **COVID-19 update**

Preparations have started to adapt the site, with signage and social (physical) distancing arrangements being put in place. The approach to increasing the amount of work and number of people on site will be slow, measured and controlled. A further update is available as part of Mark Rouse's video discussion with Cllr Struan Mackie.

- **Support to the local community**

The site has worked closely with The Highland Council and NHS to provide support where it is possible to do so following the outbreak of COVID-19. The workforce has been encouraged to volunteer where they can and there are a number of site personnel supporting community groups to provide shopping and prescription deliveries to those who are vulnerable or having to shield.

Consideration of how to support the community and local business has seen a slight change in our socio economic approach and, for the time being, consideration is being given to business recovery. Support has been provided in a number of ways:

- Funding support of £100,000 to help local businesses recover from Covid-19. The money was given to the Caithness Business Fund, which is managed by Caithness Chamber of Commerce. It is intended to help companies and traders with the cost of adapting their business models in the new era of physical distancing.
- Highlands and Islands Blood Bikes, a charity which couriers vital medical supplies and samples free of charge for the NHS, received £10,000 grant to enable the charity to establish a permanent presence in Caithness speeding up the turnaround times for samples such as COVID-19 tests between hospitals and healthcare facilities in the north Highlands and the medical laboratories at Raigmore Hospital in Inverness. This work will continue beyond COVID-19 continuing to provide a vital service for the area.
- Dounreay has provided support to the Highland Council to develop a list of training courses aimed at individuals across the area who have been furloughed or made redundant during COVID-19. The courses seek to provide individuals with both soft and hard skills development in response to the current COVID-19 emergency. Dounreay has offered ongoing support in this area, including co-ordination of the Highland Council Skills for Work Charter.
- Two volunteers are now working at Bayview Nursing Home providing laundry services for the residents there alongside others who are assisting The Highland Council with refuse collections.
- Our joiners have been busy supporting essential businesses by installing Perspex screening and our transport drivers have been busy ensuring that PPE is being delivered to NHS.



### **Performance Plan and site activities**

- A one-year performance plan (or decommissioning programme) for 2020/21 has been finalised and the site's budget remains as planned. Discussions continue with NDA to finalise the longer-term performance plan.
- During May, the site's scaffolding team was on site to allow access to a burst section of the raw water main. The work was undertaken with the application of strict controls and the use of PPE to comply with social distancing guidelines. It was successfully repaired by a team of mechanical technicians who removed the emergency isolations and restored all affected services.

- Repair work on site roads, car parks and footpaths stopped in March when non-essential activities were stopped. For safety reasons, this is now classed as essential and work restarted in early June while the number of people on site remains low.
- The Commercial department continues dialogue with the companies involved in the Decommissioning Services Framework. Team meetings have continued and, as site visits are currently restricted, videos have been provided as a way of supplying information about the site to help with the development of tenders.

Following the award of a contract to Nuvia under the framework, for advanced transition work associated with the shaft/silo, the following invitations to tender have also been issued:

- PFR size reduction
- Radiated fuel PFR
- FCA North

- The contract with Capita for the provision of Agency Supplied Workers (ASWs) is due to expire this financial year. Through the Shared Services Alliance, a new contract has been awarded to Alexander Mann Solutions. Over the next few months, the companies and the site will work together to move from the current contract to the new one.
- Two portacabins are being delivered and are being stored on the east end of the site. These cabins are part of the COVID-19 Protection work on site and therefore are being stored on a temporary basis. As soon as site work is allowed to commence, the cabins will be taken onto the site. The drivers delivering these did so and then returned home on the same day, taking due care with restrictions of COVID-19.

#### **Questions raised by DSG members:**

- Can you tell us how you are supporting the supply chain at this time and the measures which are being put in place to restart work on site which involves them?

**Response:** *The Nuclear Decommissioning Authority has put a range of measures in place to support the supply chain during these unprecedented times. We all recognise the importance of a healthy supply chain to support decommissioning programmes as they restart. Many of our supply chain companies have continued to work with us throughout this time – either undertaking work at home or as part of controlled measures to maintain the site and keep in compliant.*

*We are working with all companies to understand the plans for increasing the amount of work on site and setting out where their support is required. All individuals will be asked to follow the same pre-work briefing as DSRL staff to ensure they are familiar with the latest guidance for being on the site safely.*

- What special measures are DSRL taking to ensure small and micro businesses have an opportunity to tender for and supply services to the site - some of the measures to date seem to favour larger companies?

**Response:** *We are supported by a wide number of supply chain companies of all sizes, with specific targets to support small and medium sized enterprises (SMEs). Supply chain opportunities are advertised so that companies can bid if they wish to be considered, or work with other partners to do so.*

*We also work with our national framework contractors to encourage the involvement of local SMEs. Caithness Chamber of Commerce works with companies across the country to ensure that they are aware of local capability.*

*In addition, recognising there is a number of small and micro businesses in the area who are not connected with the site decommissioning activities DSRL provided funding to the Caithness Business Fund to support small and micro businesses.*

- How will you ensure that a steady pipeline of work is tendered so that businesses can plan ahead and have work coming through once things start to open up?

**Response:** *While everyone recognises that our short-term programme is subject to change as a result of the COVID-19 outbreak and associated reduction of work on site, we are committed to offering regular opportunities for our supply chain partners to support the wider decommissioning programme. Any pipeline of opportunities needs to sit alongside and support our decommissioning programme priorities, but our aim is to regularly engage the supply chain to help deliver the mission.*

- Will the Coronavirus regulations have any impact on the transport of nuclear materials off site to Sellafield and other destinations?

**Response:** *We are working with Sellafield, regulators and others in the industry to understand any impacts. Our priority is to comply with all relevant guidance, including the Scottish Government's COVID-19 guidance.*

- How will the decommissioning of Vulcan affect you? Have their plans been shared with the site?

**Response:** *We are in regular communication with the team at Vulcan. The facility shares some of Dounreay's site services and so, in addition to wider socio-economic issues, we all recognise the importance of ongoing dialogue.*

- DSG has had some correspondence with people who saw a recruitment advert for a Transformation Manager for DSRL – the job description talks about redundancies and this has obviously raised a lot of concerns can you tell us what this post is and why did it suddenly appeared now?

**Response:** *We have identified a requirement for additional resource to support our Organisational Excellence Director in the co-ordination and management of transformation activities that have been discussed at a number of recent meetings. This role, Head of Transformation, is required to support the initial phases of this work over the next 2 years, at which point it is expected that monitoring/reporting of activities will transfer into the Programme Management Office.*

*It is important that any candidate for this role should understand that the transformation programme is being developed and implemented in the context of a business whose forward work programme will result in job reductions. As a result, any candidate should, ideally, have experience of managing restructuring/redundancy programmes so that they*

*appreciate the implications and sensitivities surrounding this. However, it is not part of the scope of the job to manage any such programme.*

- There is some talk about community wealth building as a means of recovering the economy following COVID-19. Essentially it means local procurement and capacity building. This would seem to be in line with the industry's support for decommissioning communities but it might not always be the cheapest. Would Dounreay support this idea?

**Response:** *We understand the pressures felt by businesses and have put a number of measures in place to support our supply chain and other local companies. We will continue to engage with the local community and consider how we can help. Steps we have already taken include announcing a £100,000 donation to the Caithness Business Fund to help local companies prepare for working with COVID-19.*

- What's happening with the engineering hub – it was announced over a year ago by the PBO but we have seen no detail and if the PBO is serious about this they really need to convince local stakeholders that this is not a PR exercise or worse a game being played with NDA as it looks to take the contract back in house.

**Response:** *Last year, a presentation was given to the DSG setting out the next steps, including the start of a 2-year project to undertake a desktop study that could support a business case. While progress has been slower than hoped due to a number of factors, several meetings have taken place and the activity is still being undertaken.*

- Has addressing and adapting to COVID-19 identified any socio-economic possibilities? Does it strengthen the case for bringing forward the timelines for having a dedicated technical /nuclear services hub?

**Response:** *While we would all wish that the COVID-19 outbreak hadn't occurred, we do think there could be some opportunities to change the way that we work and support the wider socio-economic agenda. We are currently looking at options, including the possibility of off-site working locations for some of our team and we hope to develop a way forward soon.*

- What action has been taken by DSRL to ensure air links are maintained from Wick John O'Groats Airport?

**Response:** *We recognise the importance of the local airport and have been working with Caithness Chamber of Commerce to understand how we can help. We have already invested socio-economic funds to help develop a public service order business case and will continue discussions about our support moving forward.*

### **ONR (Dounreay)**

No further update since the last report (April 2020). DSG(2020)P010 refers.

### **SEPA (Dounreay)**

#### • **COVID-19**

Full details of SEPA's response to the COVID-19 pandemic are available on our website at <https://coronavirus.sepa.org.uk>. SEPA's temporary regulatory position statement on management of radioactive substances at nuclear sites is available online at:



<https://coronavirus.sepa.org.uk/regulatory-position/management-of-radioactive-substances-at-nuclear-sites-regulatory-position/>

SEPA have and continue to maintain weekly engagement with DSRL throughout the shutdown period and review DSRL's updates to its contingency plan. In addition, SEPA has begun to undertake remote inspections of DSRL's arrangements for compliance and has reviewed supporting documentation to maintain its regulatory oversight of DSRL until site based inspections become possible.

### **Regulatory Notices**

SEPA has varied Regulatory Notices RN01 and RN02 in respect of actions due for completion in 2020 to extend completion timescales by three months in response to the impacts of the COVID-19 restrictions. Although the proposed extension to action timescales will delay implementation of improvements necessary to secure compliance and reduce risk of environmental harm, no actual environmental impact is expected to occur as a result of the extension. At the end of the extension period SEPA will review its regulatory position and the on-going situation.

### **CNC: T/Superintendent Andy Peden**

- Throughout the COVID-19 Pandemic there has no change to the CNC patrol strategy and policing model for our operational frontline officers.
- Within our 5K jurisdiction we enhanced our visibility and local community reassurance patrols initiatives especially during the strict lockdown phase of the pandemic.
- CNC recruitment remains healthy, we have 10 police officers in the pipeline that will join the Unit before end of November, the majority are local to the area which is good from a social and economic perspective.
- It is with a heavy heart I announce my retirement after 40 years police service in August, my successor will be appointed shortly. Myself and my wife Anne have thoroughly enjoyed living and working in this fantastic community this past year. My sincere best wishes to the DSG and the wider community for the future.

### **Questions raised by DSG members:**

- Recognising that within the next couple of years the high hazards of the site will be reduced significantly will there be a reduction in CNC officers on the site?

**Response:** *The Policing Model is always under review and the numbers required to provide an efficient and effective police service will always be commensurate to the threat, risks and hazards that exist during the site's decommissioning programme.*

## **VULCAN UPDATE**

### **Ministry of Defence (MOD)**

MOD held a virtual market interest day for the Vulcan Site Management and Decommissioning competition on 9<sup>th</sup> June 2020. Cllr Struan Mackie (DSG Chair), Peter

Faccenda (CNSRP Programme Manager) and Trudy Morris (Caithness Chamber of Commerce) inputted into the market engagement day and presented a series of slides highlighting the work of the DSG, CNSRP and the Chamber alongside the local business capability within the area. The slides used by DSG, CNSRP and the Chamber are published on the website – DSG(2020)C031 refers.

### **Vulcan NRTE Site Operations update:**

- Since the earliest days of the pandemic, Vulcan NRTE has been continuously reviewing UK and Scottish Government guidance on safer working in the context of the COVID-19 pandemic. We notified you that all staff who could work from home or who were non-essential to site activity would not routinely attend site, and any site visits would be with specific authorisation and risk assessment. Contractor access to the site has been reduced to a minimum for essential work.
- Since site operations were largely suspended we have been working on prioritising work and developing means for safer working. Consultation has been undertaken with staff and trade union representatives and COVID-19 specific risk assessments carried out using public health official guidance for workplaces. Staff identified for return to site have been briefed on relevant precautions and safer working measures – where applicable, any such staff declaring underlying health conditions placing themselves at increased risk due to COVID-19 will not be required to return to site. Furthermore, DNSR has maintained firm oversight of site activity and will be informed in advance of each significant resumption of site activity together with the judgement employed in assessing it is safe and ALARP to do so.
- Following the above considerations, the site is moving cautiously and incrementally towards resumption of key activities in support of removing nuclear fuel, decommissioning and support to the Defence nuclear programme. However, the underpinning protocol persists, those that can work from home will continue to work from home. To facilitate this almost 200 laptops have been rolled out to MOD and Rolls-Royce personnel, along with additional network capability on the supporting company computer servers and systems.

### **Rolls Royce**

Next update due for July site restoration sub group.

### **DSNR**

No further dates since report published in April 2020 – DSG(2020)P018 refers.

### **ONR**

No further updates since report published in April 2020 – DSG(2020)P009 refers.

### **SEPA**

No further updates since report published in April 2020 – DSG(2020)P014 refers.



## **DOUNREAY STAKEHOLDER GROUP**

### **Business meeting update**

The DSG Business meeting has been meeting on a regular basis to provide continuity while social distancing restrictions are still in place. A number of meetings have been held and the notes of these meetings have been cascaded to all members to keep them updated. It has been agreed that the DSG business meeting would meet on a fortnightly basis until such times that meetings can be re-instated.

Since the paperwork was distributed to DSG members for April the following correspondence has been received and cascaded:

- DSG(2020)C020: DSG public meeting, summary of March 2020 meeting
- DSG(2020)C021: Introducing Mark Rouse, MD for Dounreay and COVID support
- DSG(2020)C022: Just Transition - response to interim report
- DSG(2020)C023: Strategic transport response to consultation, 8th April 2020
- DSG(2020)C024: NDA update, March/April 2020
- DSG(2020)C025: Scottish Government response to DSG letter (C015)
- DSG(2020)C026: COVID-19 and Vulcan site
- DSG(2020)C027: Protocol for meetings during COVID-19 (April sub groups and June 2020 public meeting).
- DSG(2020)C028: NDA #Decomm newsletter - round up of news, views and blogs, April 2020
- DSG(2020)C029: DSG Action DSG(2020)M01/A002 Recycling of metal wastes
- DSG(2020)C030: Dounreay Community Fund approved funding applications, May 2020
- DSG(2020)C031: MOD Market engagement day, overheads for DSG/CNSRP/Chamber of Commerce
- DSG(2020)C032: DSRL discussions on plans to restart work at Dounreay, May 2020
- DSG(2020)C033: NDA Decommissioning newsletter, May 2020
- DSG(2020)C034: NDA Change of personnel – NDA Head of Programme
- DSG(2020)C035: DSRL phased approach to restart of operations, June 2020
- DSG(2020)C036: NDA SSG briefing, May-June 2020

Appendix A provides the updated status of actions for information. Actions identified since COVID-19 restrictions meant that DSG has been unable to meet have been identified and are included in this document

## APPENDIX 1 – STATUS OF ACTIONS

### ACTIONS ARISING FROM PUBLIC MEETING (DSG(2020)M002- SCHEDULED JUNE DSG)

**DSG(2020)M002/A001:** DSG Chairman to write to Highland Council with reference to Caithness Horizons asking for a full response to the query provided on 11<sup>th</sup> December 2019.

**DSG(2020)M002/A002:** June Love to put Nuclear Services hub presentation on next Socio Economic sub group agenda.

**DSG(2020)M002/A003:** June Love to request a short presentation by Trudy Morris on Shared Apprentices Scheme at the next Socio Economic sub group meeting.

**DSG(2020)M002/A004:** June Love to put the Dounreay Socio Economic Plan presentation on the next public DSG meeting for discussion.

**DSG(2020)M002/A006:** June Love to progress payment for room hire at Pentland Hotel for April sub groups and June public meeting. **Action ongoing: emailed Andrew Mackay asking for invoices for both meeting dates on 16<sup>th</sup> April 2020.**

**DSG(2020)M002/A007:** 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)M002/A016:** June Love to email DSG members to invite questions or issues to be raised on socio economics for meeting with MP and MSP.

**DSG(2020)M002/A017:** June Love to confirm with MP/MSP that meeting scheduled for July 22<sup>nd</sup> will continue.

**DSG(2020)M002/A018:** June Love to organise fortnightly meetings of the DSG Business group.

### ACTIONS ONGOING FROM PREVIOUS MEETINGS

**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 29<sup>th</sup> January.

**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. Unlikely to happen in April now.

**DSG(2020)M001/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)M001/A003:** June Love to co-ordinate meeting with Chapelcross and Hunterston SSGs in April to coincide with the Scottish Government meeting. **Action ongoing** – April meeting has been cancelled. Will need to revisit later in the year.

**DSG(2020)M001/A005:** June Love to identify suitable date for a visit to the JOG Mill project and extent invitation to all DSG members. **Action ongoing:** date had been scheduled for 1<sup>st</sup> April – cancelled – will pick up later in the year.

**DSG(2020)M001/A016:** Roger Saxon to provide a short presentation on DSG to the Thurso Community Council. **Action ongoing:** new date to be identified dependent on return to holding meetings.

**DSG(2020)M001/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. **Action ongoing:** will be reviewed following new NDA/site process for all socio economic impact funding.

**DSG(2020)M001/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. **Action complete:** Discussions with Andy Maxwell took place with DSG Chair.

## **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)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 complete:** 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. This action has been superseded by other information and activity in place.

**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/A005:** DSG Chairman to write to The Highland Council expressing frustration and disappointment regarding Caithness Horizons. **Action completed:** Letter sent on 11<sup>th</sup> December 2019. A holding response was provided on 13 December 2019. Action superseded by DSG(2020)M002/A001.

**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.

**DSG(2020)M001/A002:** Sam Usher, Strategic Director Dounreay to provide a response as to whether metal being transported for recycling had gone to non-nuclear uses. **Action complete:** see DSG(2020)C029.

**DSG(2020)M001/A004:** Ron Gun to raise representation for DSG at the next Association of Caithness Councils meeting. **Action complete:** Next meeting is 3<sup>rd</sup> March and will be discussed there.

**DSG(2020)M001/A006:** June Love to put update from Community Sports Hub meeting held on 29 January to the DSG Business meeting for discussion. **Action complete:** discussed at Business meeting on 7<sup>th</sup> February 2020. Action M3/4 (actions ongoing) continues to remain open until response is provided.

**DSG(2020)M001/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. **Action complete:** DRS has now confirmed that the trial will take place on 18<sup>th</sup> March. Caithness Transport Forum currently in discussions with DRS around numbers of stakeholders who can attend. [subsequently cancelled due to coronavirus]

**DSG(2020)M001/A008:** June Love to raise administration issues around AGM at the Business meeting for clarification. **Action complete:** logistics for AGM was discussed and agreed on 7<sup>th</sup> February 2020.

**DSG(2020)M001/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. **Action complete.**

**DSG(2020)M001/A010:** June Love to feed back to NDA and PBO that when senior personnel were visiting Caithness they included a meeting with DSG representatives. **Action complete:** Email sent to NDA and PBO on 10<sup>th</sup> February 2020. Both have confirmed that were possible (recognising there are times they are flying in and out after a full day of meetings) this will be factored into visit programmes.

**DSG(2020)M001/A011:** Mick Moore to find out whether the 173 tonnes of waste metal that has been recycled had this gone to non-nuclear uses. **Action complete:** The waste goes to an external facility under commercial contract for recycling. Once recycling is complete and robust checks have been done it is conceivable that the metal would be used for either nuclear or non-nuclear uses.

**DSG(2020)M001/A012:** All members to provide comments to June Love by 28<sup>th</sup> February on the NDA Social Impact report 2018/19. **Action complete.**

**DSG(2020)M001/A013:** Any member who wish to be nominated for an official post to let June Love know as soon as possible. **Action complete:** email sent to DSG members on 18<sup>th</sup> February outlining DSG officials positions and encouraging nominations or volunteers to take on an official role.

**DSG(2020)M001/A014:** June Love to write to all DSG members setting out vacant positions for DSG officials. **Action complete:** Email sent to all DSG members on 18<sup>th</sup> February 2020.

**DSG(2020)M001/A015:** Ron Gunn to provide future Thurso Community Council meeting dates to Roger Saxon. **Action complete:** Dates for meetings have been provided to Roger Saxon.

**DSG(2020)M001/A018:** Roger Saxon, DSG Chair to write to THC expressing disappointment about lack of open questioning in committee to the CNSRP Programme Manager. **Action complete: see DSG(2020)C016**

**DSG(2020)M001/A019:** Roger Saxon to write to Scottish Government with DSG concerns about HIE's reduction in annual funding. **Action complete: see DSG(2020)C015.**

**DSG(2020)M001/A020:** June Love to circulate NDA Local Economic and Social Impact Strategy 2020-20206 inviting DSG members comments for consultation response. **Action complete** DSG response sent to NDA on 11<sup>th</sup> March 2020 – DSG(2020)C017.

**DSG(2020)M002/A005:** June Love to issue protocol for April and June meetings to all DSG members and observers. **Action complete:** issued on 16<sup>th</sup> April 2020

**DSG(2020)M002/A008:** June Love to provide DSG response to Transport Strategy (DSG(2020)C023 refers) and to submit DSG response into consultation. **Action complete: DSG(2020)C023 submitted on 16<sup>th</sup> April 2020.**

**DSG(2020)M002/A009:** Struan Mackie to provide revised wording for the Just Transition response (DSG(2020)C022) and provide to June Love. **Action complete.**

**DSG(2020)M002/A010:** June Love to make amendments to DSG(2020)C022 once received and finalise document and submit **Action complete.**

**DSG(2020)M002/A011:** June Love to provide DSG summary paper for March 2020 meeting to be provided to Scottish Government Scottish Nuclear Sites meeting. **Action complete: DSG summary paper submitted on 11th April 2020.**

**DSG(2020)M002/A012:** June Love to circulate DSRL's capability leaflet for support to COVID-19. **Action complete:** provided to DSG Business meeting on 16<sup>th</sup> April 2020.

**DSG(2020)M002/A013:** June Love to contact Wendy Newton, MOD to ask for update on the proposed procurement market day for the Vulcan site. **Action complete:** Emailed Wendy Newton on 16<sup>th</sup> April for an update.

**DSG(2020)M002/A014:** Davie Alexander to respond to MOD asking for further clarity on questions raised regarding people travelling to work at the Vulcan site. **Action complete:** follow up questions and response received (included in the DSG sub group 'virtual' minutes).

**DSG(2020)M002/A015:** June Love to organise a meeting between Mark Rouse, Struan Mackie and Davie Alexander to discuss site's preparations for a return to work once restrictions are lifted. **Action complete:** Meeting held on 20<sup>th</sup> May and note for the record drafted.