

## **DOUNREAY STAKEHOLDER GROUP UPDATE REPORT - JULY TO SEPTEMBER 2020**

DSG members provided a list of questions on the proposed site transition with NDA. A Q&A video session was held between Gareth Taylor (NDA) and Cllr Struan Mackie (DSG Chair). The video of the Q&A session can be viewed online at: <https://vimeo.com/455816107> (password: DSGmeetsNDA).

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 the July update report (DSG/SESG\_SRSG(2020)M003 refers).

From the July update report DSG members provided further feedback and this (as well as any feedback from this report) will be forwarded to relevant organisations to provide written responses.

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

- **Alan Cumming visit:** NDA's Group Director of Nuclear Operations, Alan Cumming visited the Dounreay site on the 25<sup>th</sup> and 26<sup>th</sup> of August. Alan and Gareth Taylor, NDA's Dounreay Site Programme Director, met with members of the DSRL Team leading on some of the site's key projects, the Executive Leadership Team, Trades Union representatives, Safety Reps and some of the site's "Rising Stars". Alan and Gareth also met with DSG Chair and Vice-Chair and conducted a staff briefing with a small number of staff – the session was recorded and sent to all DSRL staff.
- **Progress on site transition:** Part of the reason for the visit was to provide reassurance to staff and stakeholders that NDA, DSRL and the PBO would be doing everything they can to ensure a smooth transition. Dominic Keane, MD for Cavendish also attended the visit and sat alongside Alan, Gareth and Mark during the staff briefing contributing to the staff Q&A session. The Executive positions have now been advertised and the recruitment process continues with the expectation that we will have the leadership team in place by early 2021. Staff updates on progress will continue throughout the transition period.
- **NDA strategy 4:** NDA Strategy 4 is out for a 12 week consultation and members of the DSG are invited to feedback. NDA aims to also hold an 'virtual' event for further discussion at a date in October – yet to be announced.
- **SSG Chair's forum 18<sup>th</sup> September 2020:** The SSG Chairs forum met (virtually) on 18<sup>th</sup> September and will featured contributions from NDA CEO David Peattie and the new Chair Dr Ros Rivaz. There was also be a presentation on Strategy 4 from Adrian Simper, a discussion around Continuous Decommissioning of the Magnox fleet as well as an update on the NDA's Socio-Economic plans.
- **RWM:** In early September, Radioactive Waste Management (RWM) published a new report called 'A permanent solution for higher-activity radioactive waste

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/915986/A Permanent Solution for Higher Activity Radioactive Waste.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/915986/A_Permanent_Solution_for_Higher_Activity_Radioactive_Waste.pdf)

The report sets out the importance of taking responsibility for and dealing with the UK's higher activity radioactive waste as the right thing to do for future generations. It explains the history, policy, and approach for delivering a Geological Disposal Facility (GDF) in the UK, in a single document as a reference point for colleagues, stakeholders, and those wanting to learn more.

- **NDA Announcements:** The NDA has launched a year-long partnership aimed at inspiring and supporting young people in the nuclear industry.

Chief Executive David Peattie announced the NDA's partnership with the Nuclear Institute's Young Generation Network (YGN) at a special webinar for young professionals on Tuesday 8<sup>th</sup> September 2020.

It marks the first-ever YGN Industrial Partnership – meaning the NDA and its group of companies will actively work with the YGN to support young professionals through a series of events and in supporting personal and professional development.

In addition, Hazel Blears has been appointed as the Nuclear Decommissioning Authority's Social Value Specialist. In this new role, Hazel will provide advice to the whole of the NDA group on how to increase the social, economic and environmental impact of its work to decommission and clean up the UK's oldest nuclear sites.

Hazel is a nationally recognised expert in this field and is Chair of the Social Investment Business and a Trustee of the Social Mobility Foundation. Hazel is a former cabinet minister and, during her time as an MP, was one of the authors of the Social Value Act.

The NDA has also announced the appointment of a new Environment Director, Steve Hardy. Steve has previously worked for the Environment Agency. The organisation is currently in the process of appointing a new Director of Sustainability and a Director of Health and Well-being.

- The **National Audit Office** published, on 11 September, its report on NDA's termination of the Magnox contract. The NAO plays a key role in parliament's scrutiny and improvement process. The Report recognises the successful way in which the end of the contract, in a very challenging set of circumstances was negotiated. This enabled NDA to ensure a safe and secure transition for the new Magnox leadership team and to secure good value from the remainder of the contract with CFP. The Report also recognises some of the important progress that has been made on the Magnox sites. Access the Report here: <https://www.nao.org.uk/report/terminating-the-magnox-contract/>
- David Peattie, Kate Ellis (Commercial Director), Sarah Munby (new Perm Sec at BEIS) will attend a Public Accounts Committee hearing on 5 October to respond to questions on the detail of the Report and its recommendations, as well as any other areas the Committee is interested in.

- **Dounreay Visit:** Following on from the Alan Cumming visit, both David Peattie and the new Chair Dr Ros Rivaz plan to visit the Dounreay site on the 12<sup>th</sup> and 13<sup>th</sup> of October. This is being kept under review given latest UK and Scottish Government announcements on restrictions. Their intention will be to meet representatives of the DSG, however, this will be governed by the demands of COVID19 restrictions at the time of the visit. A virtual meeting is also being considered as a contingency.

## DOUNREAY

### COVID-19 update

- Last month DSRL was delighted to be among the organisations recognised by His Royal Highness The Duke of Rothesay for its work supporting the North Highlands community during the pandemic. Operations Director Mick Moore was invited to the Castle of Mey alongside representatives from John O’Groats Community Trust, Castletown Community Council Trust and Thurso Community Development Trust.



- The site continues to monitor the latest Covid-19 guidance from the Scottish Government and is reinforcing the importance of following those arrangements to staff with the message ‘act now, avoid complacency, prevent Covid-19’.

Last month a decision was taken that those who can work from home are expected to remain doing so until at least January 2021. This helps to minimise the number of office-based staff on site in order to protect those who are delivering front-line operational and decommissioning roles. Decommissioning work continues to resume on the site, although the majority of projects are not yet back to full effectiveness.

- Workforce engagement continues with a variety of virtual meetings including staff talks and coffee break sessions. This is to ensure that the workforce continues to be engaged while in different locations. Training courses have also been made available via online learning.

Community support continues with Covid-19 related requests.

- **Thurso Food Bank:** The Food Bank recently expanded into new premises and required some support to install shelving. Thurso Food Bank purchased the materials with Dounreay joiners supporting the installation.
- **Canisbay and Castletown medical centre / Riverview medical centre:** In July Castletown medical centre submitted a request to DSRL for support to purchase a portacabin to allow segregation of patients with suspected Covid symptoms to those with non-Covid illnesses. A campervan had been on loan but was no longer available. Blargoans procured the purchase of the portacabin, DSRL agreed to fund it and the DSRL team supported the installation. At the time of considering this request it was also identified that a portacabin previously provided by DSRL to Riverview practice in Wick was a rented portacabin and would at some point be required for work on site. Blargoans had managed to source two portacabins therefore the decision was taken to purchase both and the rented

cabin was swapped out for a more permanent solution.

- **Requests for PPE:** We continue to receive a number of requests for PPE. As the site starts to bring back the workforce for decommissioning activities, the current stock of PPE is now required for site use. As a result, any requests for PPE from community organisations are now being taken through the Dounreay Communities Fund or signposted to alternative funding streams.

### **Safety, Environment and Security**

- A site accountancy exercise took place in July to ensure that the site's emergency arrangements met our working with Covid-19 plans. From this month, the site alert and scram alert test will revert to the first Tuesday of every month.
- In July, as work resumed on a construction project, detailed arrangements for removing equipment from a lorry were not fully followed and it resulted in an individual being lifted a few inches from the ground. Work stopped immediately and no injuries were sustained. The event was correctly reported and work did not restart until a full investigation was undertaken. A proactive stand-down took place for everyone on site about the importance of being alert to the hazards around them.

The area has since been inspected by ONR which has confirmed it is satisfied with the arrangements in place in the area.

- In May, DSRL proactively reported to SEPA that very low levels of radioactivity had been identified in samples taken from a sump collecting groundwater. While SEPA has recognised that the impact on the environment is likely to be minimal, a final warning letter has been issued relating to deficiencies in the management system and the organisation is addressing the issues raised.
- DSRL has submitted an application to SEPA to vary its permit for the management of radioactive substances on the site. This variation would not increase any of the authorised limits and will support ongoing work to remove nuclear materials from the site as part of the decommissioning programme.

SEPA is currently assessing the application and, while it has determined that a public consultation is not needed for this change, it has made the Dounreay Stakeholder Group aware of its work.

- Since the resumption of monitoring (after the Covid restrictions were lifted) Beach Monitoring has taken place "as normal" (frequency and coverage) while applying social distancing work practices. The surveys at Strathy and Murkle were completed, successfully with no particles found. Since July, one (relevant) particle was detected and removed from the foreshore in August. Since 17<sup>th</sup> July, no particles have been detected from Sandside.
- DSRL continue to plan for a beach monitoring trial in April 2021 for testing the Fidler equipped Groundhog system currently used by Sellafield.

## **Site transition**

- The site welcomed Mark Steele to DSRL at the end of July. Mark will report directly to Mark Rouse and will oversee the company's preparations for its transition of ownership to the NDA next year. A number of workstreams have been identified with DSRL leads assigned. The NDA is also putting similar arrangements in place and all activities are reported through a Transition Board that meets regularly.



Throughout the transition process, the aim is to avoid any unnecessary disruption of the site's existing programme, with required work managed separately from 'business as usual' activities. The priority for DSRL and NDA is to ensure the site remains focused on the safe and compliant decommissioning of the site alongside the ongoing response to Covid-19.

- Alan Cumming, Director of Nuclear Operations at the NDA, and Gareth Taylor visited the site in August alongside senior representatives of our Parent Body Organisation, Cavendish Dounreay Partnership. They held a series of virtual meetings with staff and answered any questions about the transition process as well as hearing the latest updates about decommissioning delivery and the site's response to Covid-19.

## **Performance Plan and site activities**

- The facility to deal with the ADU floc is now wind and water tight (see photos). Work on the interior of the building is expected to start next month.
- At PFR, Fan 6 has been installed and commissioning has commenced.
- Progress on the decommissioning of the PFR sodium tanks, reactor top and irradiated fuel caves has continued.
- At DFR, the reactor top plate cutting has commenced to remove stuck fuel elements.
- Within the Fuel Cycle Area (FCA), extensive maintenance and engineering work on the north and south stack ventilation dampers has been completed.



- A mobile robot will be used for the first time in one of the most contaminated and inaccessible parts of the site to provide vital information on the next steps in its decommissioning. DSRL is working with the Robotics and Artificial Intelligence in Nuclear (Rain) Hub, a consortium of universities led by the University of Manchester. Read more: <https://www.pressandjournal.co.uk/fp/news/highlands/2469241/robot-to-provide-clues-to-next-stage-of-dounreay-decommissioning/>
- DSRL has awarded a major contract to help with the next stage of decommissioning the shaft and silo. The £7.5M contract is for 'advanced transition works' and was awarded to Nuvia and its partner Graham Construction, through the site's Decommissioning Services Framework contract.

The work will include the rerouting of existing services, as well as minor construction and demolition works, preparing these waste facilities to be emptied of legacy higher activity waste. Ahead of physical work starting on site, delivery of the contract has already started with remote activities being undertaken.

## **People**

- Three business apprentices have been recruited this year. One commenced work in early April while the remaining two joined this month (pictured).
- Eight engineering apprentices also joined the company this month. After a short induction at the site, following social distancing requirements, they have started their first year at North Highland College. All 10 engineering apprentices who had recently completed their 4 year programme were retained and will be working on various projects across the site. Unfortunately, their indenture event had to be postponed due to current restrictions, but they will receive them in the future.
- Graduate recruitment continues and 10 new graduates have been selected. They will start in January 2021, which is later than usual because of Covid-19 restrictions but will hopefully allow a smoother induction and training process for them. This will take the total of graduates working on site to 24.
- The workforce is currently being asked to nominate colleagues for the 3<sup>rd</sup> Dounreay Decommissioning Excellence Awards. There is one award for each of the company's values and the event aims to recognise those who have gone the extra mile, during what has been an eventful 12 months. An awards evening is usually held locally but a virtual ceremony will take place in December this year.
- DSRL will be marking National Inclusion Week later this month and World Mental Health Day in October. The wellbeing of staff is a key priority, particularly in current circumstances and a number of support and welfare services that are available for staff to use will be highlighted.
- In August DSRL held its annual Work Out at Work Day with a twist. Normally the event takes place on site but this year, staff working at home were encouraged to get outdoors and walk at least 2,500 steps a day over a week with family members. Staff taking part were asked to nominate charities and, in recognition of the efforts, DSRL picked the 2 most popular – Scottish SPCA and YoungMinds and made a donation.



## **Socio Economics**

- The Dounreay Socio Economic Board agreed in July to fund the start-up phase of a Caithness and North Sutherland Regeneration Partnership (CNSRP) Support Hub as part of its long-standing commitment to the partnership. It will support the provision of additional resources to increase the co-ordination and support to the major job opportunities identified in the CNSRP programme, progress opportunities that have the potential to create jobs and substantially increase the communications to key stakeholders and everyone in the area.

One existing new development is the integration of sustainability into the Hub. This will seek to assist local organisations take advantage of new opportunities created by the forthcoming Government climate actions and balance them against social, environment, cultural and economic imperatives. DSRL, as a key partner of CNSRP, has undertaken the recruitment process for the first two posts – Project Manager and Business Development).

- DSG business meeting has requested a virtual meeting with all DSG members to discuss the ‘nuclear partners’ socio economic programme. Therefore, a full presentation on all socio economic activities will be provided at that meeting.

### **Highland Council Resilience (S Mardon)**

Further to the presentation at the Dounreay Stakeholder Group meeting earlier this year, it is appropriate that members are updated on progress:

- In line with all local authorities and other public bodies, The Highland Council has been impacted by the ongoing COVID19 pandemic which made meeting the timescales for completion of the Offsite Emergency Plan, which was advised at the meeting, unachievable.
- Following discussions with ONR, and the other organisations who would be involved in responding to a nuclear emergency at either of the sites, interim measures have been put in place to support the existing Offsite Emergency Plans.
- With support from ONR, the DSRL Dounreay and Vulcan NRTE sites, and other organisations The Highland Council is working towards completing the Offsite Emergency Plan in mid-November this year.

### **ONR (Dounreay)**

No further update since the last report (July 2020). DSG(2020)P021 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 continue to maintain weekly engagement with DSRL throughout the shutdown period and review DSRL’s updates to its contingency plan.

In addition, SEPA is undertaking remote inspections of DSRL’s arrangements for compliance and reviewing supporting documentation to maintain its regulatory oversight of DSRL until site based inspections become possible.

SEPA has not yet recommenced site-based inspections, however it is progressing its plans for this.

- **Regulatory Notices:** SEPA served DSRL with two Regulatory Notices in 2019, which set out the actions required to address identified contraventions of their site authorisation. Neither

Notice was due to a breach of discharge limits. Both detailed the dates by which the activities had to be carried out, several of which are in 2020.

SEPA's remote inspection work includes assessment of DSRL's addressing of the Regulatory Notice actions.

In April 2020 SEPA set out its regulatory approach in response to the COVID-19 pandemic. We were clear that where businesses are unable to fully meet their compliance obligations, they should prioritise conditions which directly protect the environment. They should contact us, work closely with us and document the choices and actions they take. Following this direction, DSRL contacted SEPA's radioactive substances team to advise it was unable to complete a number of the actions set out in the Notices within the prescribed timescales. After careful consideration SEPA agreed to an initial extension of three months.

DSRL has completed the actions required by both notices to date but has contacted SEPA to request a further extension to the timescale for a single action contained in Regulatory Notice RN02. Prior to issue of the first extension variation SEPA discussed with DSRL and agreed that while three months was appropriate, we recognised the uncertainty due to the current situation and it was agreed that a further variation would be considered if appropriate in the future. SEPA officers have carefully reviewed the site's contingency plan, which includes details of the current status of the outstanding action to review arrangements for implementing site standards and the reasons why DSRL is unable to complete it in the timeframe. SEPA has agreed to extend the timescale for completion of this action by a further three months.

Although the proposed extension to action timescales will delay identification of improvements necessary to secure compliance and reduce risk of environmental harm, no actual environmental impact is expected to occur as a result as DSRL have not sought to extend the date for implementation of the identified improvements.

- **Compliance:** In May 2020, Dounreay Site Restoration Limited (DSRL) informed SEPA that very low levels of radioactivity had been identified in samples taken from a sump collecting groundwater on the Dounreay site. The arrangements in place at the time involved the intercepted groundwater being pumped from the sump and discharged to the marine environment via the non-active drainage system. The levels of radioactivity at the point of discharge to the marine environment were below limits of detection.

Although any impact on the environment is likely to be minimal given the levels of radioactivity identified, SEPA's investigation of the circumstances surrounding the discharge of the intercepted groundwater to the non-active drainage system concluded that DSRL had contravened conditions of its EASR radioactive substances authorisation.

In order to secure current and future compliance, SEPA has issued a Final Warning Letter to DSRL that outlines the authorisation contraventions and SEPA's expectations regarding DSRL's arrangements for the disposal of aqueous liquid waste.

In July SEPA undertook a remote inspection of DSRL's arrangements for compliance with



EASR authorisation conditions covering the provision of Radioactive Waste Advisors and DSRL's implementation of its arrangements. Following the identification of a non-compliance relating to DSRL's implementation and maintenance of its arrangements, DSRL has engaged with SEPA regarding its plans for addressing the identified issues.

In August and September SEPA carried out remote inspections of DSRL's arrangements for restart of operations following the Covid-19 shut-down. The inspections focussed on the restart checks undertaken in the PFR facility and included maintenance and inspection requirements. No non-compliances were identified during these inspections.

- **Authorisation Variation Application:** SEPA has received an application from DSRL for a variation to their site EASR authorisation. The application for the variation is to allow Dounreay to accept radioactive waste in the form of:
  - Debris in fuel flasks received from Sellafield and;
  - Items found during routine environmental monitoring.

The debris is present in fuel transport flasks used for the transfer of DFR breeder material from Dounreay to Sellafield.

The application does not seek to increase any of the authorised limits within the permit or to dispose of the fuel flask debris on the Dounreay premises.

Due to the nature of the variation, SEPA decided that formal public consultation is not required.

- **Low Level Waste Facility:** SEPA has maintained engagement with the LLWF team throughout the COVID period with regular weekly meetings. We are also continuing our regular engagement in relation to DSRL's development of its updated Environmental Safety Case for the facility.

SEPA has undertaken 2 of the scheduled remote inspections for this calendar year. The first inspection took place at the end of July followed by the second in August, no non-compliances were identified during these inspections. The remaining three inspections, scheduled for this year, will be undertaken in October, November and December.

### **Civil Nuclear Constabulary (CNC):**

- CNC continues to work hard during these difficult times for everyone in maintaining the high security of the Dounreay site. We continue to adhere with all COVID-19 UK and Scottish Government advice whilst continuing to maintain our policing commitments to local and wider communities. CNC at Dounreay are soon to take on 2 x new fleet vehicles which will overtime replace the current vehicles seen around the site, the new vehicles are Skoda KODIAQS, and are fully livered up with CNC badges clear visible; these vehicles will maintain the accessibility and deterrent required as part of the CNC Mission.

### **Scottish Government Radioactive Substances Team**

- James Fox continues to assist the wider division on general waste issues as a result of COVID-19. Martin MacDonald and Pat McAuley are the main points of contact for any

matters relating to nuclear decommissioning and radioactive substances should any members wish to contact them ([Martin.MacDonald@gov.scot](mailto:Martin.MacDonald@gov.scot) [Pat.McAuley@gov.scot](mailto:Pat.McAuley@gov.scot)).

- **Update on Dounreay:** Following the NDA's announcement on the Dounreay PBO model, policy officials in the Scottish Government are in regular contact with the NDA to ensure that this work is progressed in an effective manner with engagement with key stakeholders and the wider community of Caithness taken forward as required.
- **BEIS Policy Review:** As a result of COVID-19 and the redeployment of staff, the policy review on radioactive substances and nuclear decommissioning being taken forward by the Department for Business, Energy and Industrial Strategy (BEIS) has been delayed. The Scottish Government previously provided comments on BEIS latest draft consultation document ensuring matters relating to Scottish policy and priorities were incorporated. BEIS have recently informed SG that most staff have now returned therefore this work will pick back up again in the coming weeks.
- **Scottish Higher Activity Waste (HAW) Policy Review:** Following the meeting of the Higher Activity Waste Scottish Strategy Implementation Group (HAWSSIG) this year, the Scottish Government is now starting to collate and analyse feedback from members on what the 10 year review should encompass (with feedback from NDA and RWM expected shortly). This feedback will form a draft policy document which will be further refined as required. The policy team ensure all interested parties are kept up to date on progress with this work.
- **NDA Strategy IV:** The public consultation on the NDA Strategy IV was launched on 17 August (available via the following [link](#)). Once the consultation ends, the NDA will share responses and feedback with The Scottish Government so that the policy team are aware of any aspects which need to be captured in the final Strategy from a Scottish perspective.
- **ONR – 7<sup>th</sup> Joint Convention report:** Engagement also continues on the work being led by ONR on the 7<sup>th</sup> Joint Convention report (to the International Atomic Energy Authority on the Safety of Spent Fuel Management and on the Safety of Radioactive Waste Management) with the policy team ensuring that Scottish policies and priorities are captured as required. The report is due to be published in the autumn.
- **NDA local social and economic impact strategy:** In July, the NDA published a local social and economic impact strategy update. This document is available through the following [link](#). As will be noted, the original intention had been to publish a multi-year strategy running from 2020 to 2026, however in the current circumstances the NDA have made this a 2020 update. Policy officials remain engaged with the NDA in respect of Scottish sites and any developing or new opportunities for funding as appropriate.
- **Scottish Government Resilience Division:** Resilience Division continues to prioritise Covid19 related work. This continues to result in enhanced liaison with Hunterston sites to ensure that any effects of the pandemic are minimised. Most Scottish Government work associated with the nuclear sector has now resumed in line with regulators, operators and

UK Government departments returning to more normalised work priorities. Resilience Division maintains close liaison with the UK Government to ensure optimal joined up working across the nuclear resilience sector.

- The April meeting of the Scottish Government chaired Nuclear Resilience Group was postponed and is now scheduled to take place virtually on 18<sup>th</sup> September. The Resilience Division has maintained close contact with all stakeholders throughout the Covid period.
- David Gurney took over the nuclear resilience portfolio from Alan Horberry in early June 2020.

## **VULCAN UPDATE**

### **MOD/ NRTE Site Operations update:**

- Scheduled audits and reviews have progressed well over the summer.
- We continue with work on site to deliver our programmes.
- Where they can reasonably deliver their work remotely, staff are continuing to work from home.
- We are continuously reviewing our risk assessments and our response to COVID19 to keep our site COVID-secure in accordance with the Government guidance and Defence and industry best practice.

### **Rolls Royce**

Next update in October site restoration sub group.

### **DSNR**

No further update since the last report (July 2020).

### **ONR**

No further update since the last report (July 2020).

### **SEPA**

No update (for Vulcan) since the last report.

-----

## **DOUNREAY STAKEHOLDER GROUP**

- **DSG Business meeting** continues to meet on a fortnightly basis since restrictions began. The minutes of these meetings are circulated to all DSG members for their information and input.

- DSG Chair and vice-chair attended a virtual meeting of the NDA SSG’s chair. A note for the record has been issued.
- DSG chair and vice-chair attended a virtual meeting with Mark Rouse, MD who provided an update on site working taking on board restrictions from Covid-19. A note for the record has been issued.
- Correspondence distributed since last written update is below:

DSG(2020)C037	DSG response to pre-consultation on NDA Strategy 4
DSG(2020)C038	DSG response to Scottish Governments response to letter re HIE budget cuts
DSG(2020)C039	NDA SSG monthly update, August 2020
DSG(2020)C040	Interim end state update, August 2020
DSG(2020)C041	DSRL request for variation of RSA
DSG(2020)C042	DRS freight trial at Georgemas
DSG(2020)C043	NftR - NDA SSG chair's summit meeting, 19 September 2020
DSG(2020)C044	NftR - Update on site topics with Mark Rouse, 21 September 2020

- The status of actions can be found in Appendix 1 of this update.

23 September 2020

## APPENDIX 1 – STATUS OF ACTIONS

### ACTIONS ARISING (CURRENT)

DSG(2020)M03/A003: June Love to put on the agenda (at the appropriate time) a review of the membership of DSG. **Action ongoing:** will be done once Covid-19 restrictions allow meetings to take place.

DSG(2020)M03/A005: Jamie Stone, MP to invite Junior Minister to visit area to discuss Vulcan decommissioning.

DSG(2020)M03/A006: DSG to keep watching brief and provide letters of support for PSO scheme for airport at appropriate time. **Action ongoing:** The Caithness Councillors called a meeting of all key stakeholders to discuss the way forward. A number of actions were identified and DSG will work with the Caithness Transport Forum and will write a letter of support at the appropriate time.

DSG(2020)M03/A010: DSG Chairman to write to all DSG members requesting comments and consideration of DSG procuring an independent report on the suitability of the Georgemas for commercial freight. **Action ongoing:** DSG chair emailed to all members week commencing 7<sup>th</sup> September. Awaiting responses.

DSG(2020)M03/A012: Debbie Murray and Jacq Longrigg to explore training requirements for Cyber security.

DSG(2020)M03/A014: Jacq Longrigg to provide further information on the Leadership Academy when further developed.

DSG(2020)M03/A015: Jacq Longrigg to visit North Highland College, UHI as soon as Covid-19 restrictions allowed.

DSG(2020)M03/A016: Struan Mackie to contact Gordon Calder re ongoing DSG engagement. **Action ongoing:** will be done in conjunction with full DSG 'virtual' meeting once date is confirmed.

DSG(2020)M03/A017: June Love to ensure a public meeting (held on a digital platform) takes place in October and request that NDA/PBO/DSRL provide a presentation on the socio economic programme. **Action ongoing:** request has been sent to NDA/PBO/DSRL – awaiting confirmation of date for meeting.

DSG(2020)M03/A018: June Love to request an organisation chart from NDA (with photos) of all NDA personnel with Dounreay involvement. **Action ongoing:** requested on 22 September 2020.

DSG(2020)M03/A019: Cllr Struan Mackie, DSG Chair to write to NDA asking for written explanation between roles and responsibilities of NDA and DSRL. **Action ongoing:** requested on 22 September.

### 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 29th January.

**DSG(2020)M01/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)M01/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)M01/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.

### **ACTIONS COMPLETED**

**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)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/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)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/A002:** June Love to continue to progress date for Jacq Longrigg to visit Caithness to discuss skills. **Action complete:** Discussed at DSG Business meeting held on 15<sup>th</sup> September 2020.

**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)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. **Action complete:** it was agreed this would be raised at the Scottish Sites Nuclear meeting when rescheduled after Covid-19 restrictions are completely lifted.

**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. **Action complete:** see DSG(2020)C029.

**DSG(2020)M01/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)M01/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)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. **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)M01/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)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. **Action complete.**

**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. **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)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. **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)M01/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)M01/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)M01/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)M01/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)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. **Action complete:** new guidance has been published on the website alongside links to new application forms.

**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. **Action complete: see DSG(2020)C016**

**DSG(2020)M01/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)M01/A020:** June Love to circulate NDA Local Economic and Social Impact Strategy 2020-2026 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)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. **Action complete:** Discussions with Andy Maxwell took place with DSG Chair.

**DSG(2020)M02/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. **Action complete:** Discussions are ongoing to ensure all maintenance had been undertaken to allow High Life Highland to re-open the facility. A business case from HLH has been received and a further meeting between THC, HLH and DSRL is taking place at the end of August to discuss progress.

**DSG(2020)M02/A002:** June Love to put Nuclear Services hub presentation on next Socio Economic sub group agenda. **Action complete:** on agenda for DSG Business Meeting on 18<sup>th</sup> August 2020 – see DSG/BM(2020)M005.

**DSG(2020)M02/A003:** June Love to request a short presentation by Trudy Morris on Shared Apprentice Scheme at the next Socio Economic sub group meeting. **Action complete:** Discussed at DSG Business meeting held on 15<sup>th</sup> September 2020.

**DSG(2020)M02/A004:** June Love to put the Dounreay Socio Economic Plan presentation on the next public DSG meeting for discussion. **Action completed:** superseded by discussion at DSG Business meeting on 15<sup>th</sup> September (new action opened).

**DSG(2020)M02/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)M02/A006:** June Love to progress payment for room hire at Pentland Hotel for April sub groups and June public meeting. **Action complete:** Payments for cancelled room hire bookings continued as a way of supporting businesses when shutdown through no fault of their own.

**DSG(2020)M02/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. **Action complete:** see DSG(2020)C038.

**DSG(2020)M02/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)M02/A009:** Struan Mackie to provide revised wording for the Just Transition response (DSG(2020)C022) and provide to June Love. **Action complete.**

**DSG(2020)M02/A010:** June Love to make amendments to DSG(2020)C022 once received and finalise document and submit **Action complete.**

**DSG(2020)M02/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 1<sup>st</sup> April 2020.**

**DSG(2020)M02/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)M02/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)M02/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)M02/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.

**DSG(2020)M02/A016:** June Love to email DSG members to invite questions or issues to be raised on socio economics for meeting with MP and MSP. **Action complete:** topics have been identified for discussion and a note for the record will be produced.

**DSG(2020)M02/A017:** June Love to confirm with MP/MSP that meeting scheduled for July 22<sup>nd</sup> will continue. **Action complete:** meeting has been confirmed and will be conducted via digital technology.

**DSG(2020)M02/A018:** June Love to organise fortnightly meetings of the DSG Business group. **Action complete:** Meetings now being held fortnightly.

**DSG(2020)M03/A001:** June Love to collate all comments on NDA Strategy 4 pre-consultation document and provide final draft for DSG Business meeting approval. **Action complete:** See DSG(2020)C037.

**DSG(2020)M03/A002:** June Love to contact Gail Ross and Jamie Stone to explore how they wish to meet for socio economic discussion. **Action complete:** agreed this would be done by digital technology.

**DSG(2020)M03/A004:** Provide list of DSG questions on DSRL contract with Jamie Stone and Gail Ross. **Action complete:** Sent out on 31 July 2020.

**DSG(2020)M03/A007:** Cllr Struan Mackie to explore with Highland Council on ward boundaries what consultation will be carried out prior to any decisions being made. **Action complete:** HC have responded rejecting changes to boundaries.

DSG(2020)M03/A008: June Love to invite Dave Wallace, NDA to a forthcoming DSG business meeting to discuss how the PBO Engineering Hub/DSRL Nuclear Services hub. **Action complete:** discussed at DSG Business meeting on 15<sup>th</sup> September 2020.

DSG(2020)M03/A009: Cllr Struan Mackie to write an email to all DSG members to ensure that views are representative of the organisations and the need for everyone to respond when feedback is requested. **Action complete:** DSG Chair sent out email week of 7<sup>th</sup> September 2020.

DSG(2020)M03/A011: Jacq Longrigg to provide copy of early careers strategy. **Action complete:** Received and circulated on 17 September 2020.

DSG(2020)M03/A013: Debbie Murray to provide Peter Faccenda with the 'lessons learnt' paper on community apprentice scheme previously run by NHC. **Action complete:** Paper sent on 22 September 2020.

DSG(2020)M03/A020: Cllr Struan Mackie to write to Mark Rouse, DSRL MD to ask for update and timeline for getting short-term accommodation in place. **Action complete:** DSG Chair wrote to Mark Rouse on 23 September 2020.