

DOUNREAY STAKEHOLDER GROUP BUSINESS MEETING

Minutes of DSG Business Meeting held on Tuesday 12th January 2021 at 0930 via Microsoft Teams.

Present:	Cllr Struan Mackie	DSG Chair
	Davie Alexander	DSG Vice-chair & Socio Economic sub group chair
	Gillian Coghill	DSG Site Restoration sub group chair
	Ron Gunn	DSG Deputy Socio Economic sub group chair
	Roger Saxon	DSG Honorary member
	June Love	DSG Secretariat, DSRL
	Dawn Clasper	DSG Minute Secretary, DSRL

MINUTES

1. WELCOME

Cllr Struan Mackie welcomed everyone to the meeting and thanked everyone for taking the time to join. Cllr Struan Mackie thanked June Love and Dawn Clasper for the work they had done over the last year given the restrictions in place.

2. APOLOGIES

Apologies were received from Cllr Willie Mackay and Steve Young, DSRL.

3. MINUTES OF LAST MEETING / ACTIONS

Cllr Mackie noted that the last minutes (DSG/BM(2020)M013 held on 15 December 2020) had been endorsed by correspondence. June Love stated that these would now be circulated to all members for their information.

No issues were raised from the minutes.

4. STATUS OF ACTIONS

It was noted that actions continued to be progressed in a timely manner. Of note, discussions centred on:

- DSG(2020)M003/A038: June Love to draw up a programme of focussed topics and timelines for agreement at the business meeting.

June Love noted she had circulated round a draft programme of focussed topics for discussion. Cllr Struan Mackie noted that there was a need for updates from MOD/Vulcan to understand their current thinking having withdrawn the original PIN for decommissioning of the Vulcan site. He thought the programme of focussed topics made sense, especially in the current climate of holding virtual meetings and members should be made aware that other key issues can be brought forward at the sub group meetings or through the business meeting.

David Alexander agreed that the proposed programme looked sensible and could be amended to suit if priorities changed.

Cllr Struan Mackie having the update in March on the transition and how it is going we will only see a part of the story, but we will learn more in detail later in the year. The programme of focussed topics was agreed by members.

Action: DSG/BM(2021)M001/A001: June Love to notify the appropriate representatives of the presentations requested for DSG public meetings for the year and to add these to the DSG diary.

Other actions of note were:

- DSG(2020)M03/A021: June Love to speak to Dave Wallace to explore a Teams meeting with Hazel Blears to discuss social value.

June Love will contact Dave Wallace regarding the Teams meeting with Hazel Blears.

- DSG(2020)M003/A029: June Love to speak with Phil Cartwright with reference to the Community Sports Hub to see if there is an appetite to take this forward.

June Love noted that she would contact Phil Cartwright and Shona Kirk this month.

- DSG(2020)M003/A034: June Love to write to WiN representative asking for a written response to why they want to join the DSG.

June Love noted that they are still waiting for a response and she had contacted the WiN representative to progress this.

5. UPDATE ON DSG REPORTING

June Love noted the DSG subgroup will be held virtually on the 20th January. Updates have been requested from the various organisations. The paperwork and link for the meeting will be distributed later this week.

June Love noted that Steve Young had been invited to the Socio Economic sub group to provide a presentation on the Socio Economic Programme.

6. SE PROGRAMME

June Love noted that Steve Young had tendered his apologies for this meeting due to a family bereavement. June Love provided an update on the Socio Economic Programme. She noted the following:

- A high level programme had been provided to the DSG Business meeting members in December.
- The high level programme was underpinned by a detailed plan that was currently being reviewed.
- The detailed programme outlined those accountable for the delivery alongside allocated resources to progress the work.
- The detailed programme was also underpinned with risks and assumptions.
- A number of milestones had been identified within the programme.

June Love added that the Socio economic plan that was submitted to NDA on a yearly basis would be based upon the new programme of activities and DSG members, alongside other external stakeholders would have the opportunity to provide comment on the plan once it had been developed fully. The new plan was due to be submitted to NDA at the end of March 2021.

In addition, the sub group report would show the progress of the key activities in a traffic light system and would provide comments on the status of the activity. She also noted that the

programme outlined some of the HR activity that was integral to the socio economic plan as some of the activities, eg skills audit, career transition was a HR activity albeit that it had direct links into the socio economic programme.

Davie Alexander thanked June for the update on the Socio Economic Programme. He noted that he had been disappointed with the high-level report received in December and was glad to see that the programme was moving forward and progress being made. He noted that he would like to see names against these activities. June Love explained that she has put job titles against these at the moment due to the site's upcoming transition back to the NDA and hence the names of those accountable would change but the job title would not.

Roger Saxon asked about the Services Hub it seems to be a series of gate reviews and what happens between those gate reviews. June Love noted that under the Business Case Hub there were a number of activities identified and as with most projects, the gate reviews were part of the programme and would be milestones whereby decisions would be taken at each gate review to continue or not dependent on the emerging information within the business case.

Roger Saxon asked whether the skills audit would produce a skills profile to match the decommissioning programme needs. June Love confirmed this was something that the HR Manager was tasked to do was to look at the resource profile in terms of ensuring the right skills mix for the decommissioning programme going forward.

Gillian Coghill asked if the site was working with UHI with regards to skills as she felt that when people became surplus at Dounreay it would be good to see the college involved in upskilling of these individuals. June Love noted that while developing the scope for the pilot skills audit a number of external stakeholders, via CNSRP, had been involved. Formal working groups on a number of workstreams including skills/training had been organised between DSRL and the NHC.

Roger Saxon asked if there was a potential for the NDA to come in and change everything. June Love responded that she did not think this would be the case and site was currently working closely with the NDA to finalise the Near Term Work Plan (NTWP) and Life Time Plan (LTP) and therefore any potential changes were likely to be discussed during the development of these plans rather than changing the plans once the site's transition took place.

Davie Alexander noted his disappointment that the new management team had not been announced, especially the Managing Director's role. June Love noted that Garth Taylor, NDA and Mark Rouse, DSRL had been invited to the next Business Meeting held on 26 January to discuss the management transition. She added that announcements on the new management roles would be announced as soon as they could be.

7. ANY OTHER BUSINESS

The following was discussed:

- Cllr Struan Mackie noted that he had organised a meeting between the Caithness Councillors and NDA to explore the potential for NDA to provide funding to enhance the Coastal Communities fund received.
- Cllr Struan Mackie noted that a meeting with the Secretary of State for Scotland was being organised in light of the UK Connectivity consultation. While recognising the airport was a devolved issue he felt it useful to have that discussion with UK Government given the two major sites in Caithness were UK Government owned. Cllr Struan Mackie noted that 3

organisations had responded to the UK's connectivity consultation with DSG being one of them. The meeting would build on the responses to that consultation. Cllr Mackie noted that he would extend the invite to this meeting to DSG members as well as a number of other key stakeholders.

- Cllr Struan Mackie noted that he had received several enquiries from the press regarding COVID-19 and the site's working arrangements. He noted that he was regularly briefed by the MD of Dounreay on the current situation and felt that given DSG had not been directly approached with these concerns it was difficult to provide comment. June Love noted that the press interest had been responded to on site and the Covid Steering Group had resumed daily discussions on this and had also put arrangements in place for the workforce to raise any concerns they may have.
- Gillian Coghill asked what if they could be updated on the numbers of Covid cases reported through the site. June Love responded that she would ask the question and get back to the group as soon as possible. She also noted that the site had a very robust procedure for staff members who develop or suspect they may have COVID symptoms.

Action: DSG/BM(2021)M001/A002: June Love to provide figures of COVID cases for the Dounreay site.

- Gillian Coghill asked Cllr Struan Mackie to ensure connectivity issues in this area were raised as there were some school children unable to access the online schooling as the IT connectivity was unacceptable. Davie Alexander felt that this was something that should be raised with the elected members of Caithness and Sutherland Councillors so that they could raise this with the leader of the Council. It was noted that the R100 programme was behind schedule. It was further noted that IT connectivity was something that the Councillors were considering through the Coastal Communities Funding.

Action: DSG/BM(2021)M001/A003: Davie Alexander to raise with Caithness and Sutherland Councillors the issues of IT connectivity for school pupils accessing online learning to ensure this is brought to the attention of the council leader.

- Gillian Coghill noted that CHAT had donated tablets to Caithness General Hospital for use with patients but it appeared these have not worked due to IT connectivity. Ron Gunn confirmed CHAT had donated tablets but had not been advised at the time that the Wi-Fi was inadequate.
- Gillian Coghill asked June Love if there had been a reply from the RWM workshop as she had asked several individual questions and NDA had indicated response would be provided following the workshop. June Love said she was aware that some information had been released following the workshop but would follow up with NDA.
- Gillian Coghill noted the recent announcement that David Flear (ex DSG Chair) had received an MBE. This was noted amongst members and congratulations were recorded.

- David Alexander stated that following the DSG letter sent out regarding the boundary commission he had received a media enquiry. He had spoken with the reporter and had commented along the same lines as outlined in the letter.
- Davie Alexander asked if there had been any updates on the development of the Scottish Site Strategy. June Love noted this had already been requested and that Dave Wallace would be attending the next business meeting on 26 January .
- Roger Saxon noted that the Thurso Community Development Trust (TCDT) were going to be providing meals in January and asked if they had requested funding for this. Dawn Clasper noted that we have not been approached for funding. June Love noted that she sits on the Caithness Resilience meeting and that there are other funding streams available as well as the Dounreay Communities Fund. Ron Gun noted that the TCDT meals were being delivered one day a week and approx. 40-50 meals were going out on a Tuesday for the month of January that was incurring a small charge of the individuals concerned.

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

Cllr Struan Mackie

DSG Chair

14 January 2021

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2021)M001/A001: June Love to notify the representatives of the programme of topics for the year and add these to the DSG diary.

DSG/BM(2021)M001/A002: June Love to provide figures of COVID incidents on site.

DSG/BM(2021)M001/A003: Davie Alexander to raise with Caithness and Sutherland Councillors the issues of IT connectivity for school pupils accessing online learning to ensure this is brought to the attention of the council leader.