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DOUNREAY STAKEHOLDER GROUP BUSINESS MEETING**Minutes of DSG Business Meeting held on Tuesday 15th February 2022 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
	Cllr Willie Mackay	DSG Site Restoration sub group deputy chair
	Peter Faccenda	DSG Socio Economic sub group deputy chair
	Roger Saxon	DSG Honorary member
	June Love	DSG Secretariat, DSRL
	Dawn Clasper	DSG Minute Secretary, DSRL
In addition:	Prof Ray Kemp	Consultant, DSG Review

MINUTES**1. WELCOME & APOLOGIES**

While the chair was on the call he asked the vice-chair to take over the meeting due to illness. David Alexander welcomed everyone and thanked Ray Kemp for attending to discuss the draft DSG review report.

No apologies have been received.

2. MINUTES OF LAST MEETING

David Alexander noted that the minutes of the last meeting – DSG/BM(2021)M0020, 18 January 2022 – had been endorsed by members via email. Members agreed this was a true reflection of the meeting. No issues from the minutes were raised. These would now be circulated to all DSG members for their information.

3. DSG REVIEW REPORT

Prof Ray Kemp provided a high level overview on the draft DSG Report recommendations. Members provided comments on the draft document and queries were responded to.

Following discussion it was agreed that the report would be sent back to Ray Kemp with comments collated into one document for Ray to review and finalise the report. The report would then come back to DSG Business meeting at the beginning of March.

Discussion then centred around a meeting with all DSG members to take forward the recommendations in the report. Originally it was hoped that this meeting would take place at the end of February but diaries and workload had made that difficult. It was agreed that the report when finalised would be issued to all DSG members and a meeting would take place following the AGM and public meeting to be held on the 23 March.

ACTION: DSG/BM(2022)M021/A001: Business Meeting to provide comments to June Love to collate by Friday 18 February.

ACTION: DSG/BM(2022)M021/A002: Dawn Clasper to email DSG member to find a suitable date in for March /April meeting.

4. ACTION STATUS

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June Love provided an update on the progress of actions. Discussion focused on:

- DSG(2021)M04/A001: DSRL to provide an update on the FIDDLER (related to particle monitoring) at the next site restoration sub group. **Action ongoing:**
- DSG(2021)M04/A003: DSRL to provide a project update on the shaft and silo at next Site Restoration sub group meeting. **Action Ongoing:** This will be a presentation in the march public meeting.
- DSG(2021)M04/A016: Business Meeting member to write down key principles that we would like to see any bidders meet for MOD contract.

June Love noted that this was part of the ad hoc meeting noting the update provided at the last site restoration sub group meeting.

Cllr Struan Mackie stated there was need for Vulcan to provide further information around timelines for the decommissioning contract as the date appeared to be slipping.

- DSG(2021)M04/A020: DSRL to take forward discussions on the information in terms of project progress, against schedule and cost at the next site restoration sub group meeting.

June Love noted that the paper has been reformatted, Frederic Stalin was considering the format of the next site restoration report following the presentation of the 3 year plan at the public meeting.

- DSG/BM(2022)M020/A001: June Love to a draft agenda for an ad hoc meeting in February to discuss the DSG review and Vulcan MOD principles.
- DSG/BM(2022)M020/A002: Dawn Clasper to email DSG member to find a suitable date in for February meeting.

These actions will be superseded with a new action to arrange meeting after the AGM in March/April.

- DSG/SRSG(2022)M004/A001: June Love to arrange a Teams meeting to discuss the Permit Variation for Dounreay Low Level Waste Facility once SEPA open up the consultation.

June Love noted that once the consultation date has been released a meeting will be arranged.

- DSG/SRSG(2022) M004/A002: Frederic Stalin to provide an update on the Breeder Fuel removal.

June Love noted this would be provided at the next site restoration sub group meeting.

5. ANY OTHER BUSINESS

The following was raised:

- David Alexander noted that the AGM and public meeting will be held on 23 March 2022. He asked if this should be a face to face meeting. June Love responded that if the preference was

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for face to face then requirements for those who may still wish to join virtually would need to be included also. It was suggested that an external company should be sought to host the meeting which would then help advise DSG of requirements for equipment to ensure that a blended approach was a good experience for all. This was agreed by all business meeting members. It was also agreed that contact would be made to a local company who may provide this service also.

David Alexander asked if we would need to change the layout of the meeting due to the new hybrid meeting. This was something to consider and speak to external company to explore best arrangements.

June Love noted that during the past 2 years no hard copies had been printed and sent of the DSG paperwork. She said she would issue an email seeking confirmation of attendance (in person or via computer) and would also request confirmation if members required hard copies of the paperwork.

ACTION: DSG/BM(2022)M021/A003: June Love to liaise with Caithness Chamber of Commerce regarding contacts for a company Chamber has used previously.

ACTION: DSG/BM(2022)M021/A004: June Love to email DSG member to advise of hybrid AGM and public meeting and ask if anyone requires copies of the paperwork.

- David Alexander stated he had heard of a new initiative - Fit for the Future (FFF). He had also heard (on the street) that the recruitment numbers were going up at the site with a large number of vacancies to fill. He suggested that a meeting with Mark Rouse would be useful to understand the FFF initiative and the recruitment requirements for site.

ACTION: DSG/BM(2022)M021/A005: June Love to arrange a meeting with Mark Rouse and to enquire about the direct employees and vacancies.

- David Alexander and Cllr Struan Mackie had attended the SSG Chairs Forum. There had been a presentation from the Young Engineers who attended COP 26. David Alexander noted that the NGO had asked for a forum to be set up between the NDA and NGOs.
- Cllr Struan Mackie noted that he met with Dave Wallace while Dave was in Caithness. He had been delighted to hear that the Simba Garden project was nearing sign off.

6. CLOSE

There being no further business, David Alexander thanked everyone their input and formally closed the meeting.

David Alexander
DSG Chair
16th February 2022

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ACTIONS ARISING FROM THIS MEETING

DSG/BM(2022)M021/A001: Business Meeting to provide comments to June Love to collate by Friday 18 February.

DSG/BM(2022)M021/A002: Dawn Clasper to email DSG member to find a suitable date in for March /April meeting.

DSG/BM(2022)M021/A003: June Love to laise with Caithness Chamber of Commerce regarding company hosting there meet the executive event.

DSG/BM(2022)M021/A004: June Love to email DSG member to advise of hybrid AGM and public meeting and ask if anyone requires copies of the paperwork.

DSG/BM(2022)M021/A005: June Love to arrange a meeting with Mark Rouse and to enquire about the direct employees.