

## DOUNREAY STAKEHOLDER GROUP BUSINESS MEETING

**Minutes of DSG Business Meeting held on Tuesday 18<sup>th</sup> July 2023 at 0930 in Hoy at Dounreay.com Office Thurso.**

<b>Present:</b>	Davie Alexander	DSG Vice-chair & Socio Economic sub group chair
	Gillian Coghill	DSG Site Restoration sub group chair
	Peter Faccenda	DSG Socio Economic sub group deputy chair
	Roger Saxon	DSG Site Restoration sub group deputy chair
	Dawn Clasper	DSG Minute Secretary

### 1. WELCOME & APOLOGIES

Davie Alexander, DSG Vice-chair welcomed everyone to the meeting.

Apologies received from Cllr Struan Mackie.

### 2. MINUTES OF LAST MEETING

Davie Alexander noted that the minutes of the last meeting – DSG/BM(2023)M009, 6 June 2023 – these were endorsed by members. Members agreed this was a true reflection of the meeting. These would now be circulated to all DSG members for their information.

### 3. ACTION STATUS

Davie Alexander provided an update on the progress of actions. Discussion focused on:

- DSG/PM(2023)M02/A03: Ask observers to report to one of the subgroups the outcome of an internal skills audit and also contact external agencies. **Action ongoing** This will be updated at subgroup meetings.
- DSG/BM(2023)M008/A001: DSG Business meeting to review the attendance of DSG members following the public meeting. **Action ongoing.**
- DSG/BM(2023)M007/A001: Peter Faccenda to explore with Jacobs how to progress the apprenticeship issue. **Action ongoing.**

Peter Faccenda updated that Jacobs contracted to fact-find, review and identify skills needs. Initial fact-finding complete, first pass at action plan reviewed by steering group, being revised prior to re-issue. Apprenticeship needs and shared apprenticeship model being developed separately – led by Caithness Chamber of commerce.

- DSG/SESG(2023)M01/A001: Magnus Davidson and Dawn Clasper to look at the Community Fund application form. **Action ongoing:** Dawn Clasper updated that this will be looked at, but this will be thought NDA policy.

**4. DSG Subgroups**

Davie Alexander noted that the subgroups will be taking place on the 19 July 2023. Dawn Clasper noted that this was in hand and the paperwork has been issued in a timely manner.

**5. ANY OTHER BUSINESS**

The following was raised:

- Davie Alexander noted an action regarding the attendance had been raised at the last DSG Business meeting. There was a discussion around the review of the attendance and a letter will be issued to organisation.

**6. CLOSE**

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

**Davie Alexander**  
**DSG Vice Chair**  
**20 July 2023**