

DSG(2017)M001

Minutes of the Dounreay Stakeholder Group meeting held on Wednesday 15th March 2017 at 1900 hours in the Pentland Hotel (Ballroom), Thurso.

Present:	Roger Saxon	DSG Chairman (Highland Council)
	Derrick Milnes	DSG Vice-chair (Thurso and Wick Trade Union Council)
	George McDougall	Caithness West Community Council
	David Broughton	DSG Public member
	David Flear	DSG Chairman
	Roy Blackburn	DSG Public member
	Ronnie Johnston	Church of Scotland
	Thelma Mackenzie	Thurso Community Council
	John Deighan	Dounreay Unions
	Bob Earnshaw	DSG Site Restoration sub group chair
	Roy Kirk	HIE
	Eann Sinclair	CNSRP Programme Manager
	Alastair MacDonald	DSG Honorary member
	Willie Mackay	Highland Council
	Trudy Morris	Caithness Chamber of Commerce
	George Farlow	Highland Council
	Mike Flavell	NHS Highland
	Tor Justad	DSG public member
	Matthew Reiss	Highland Council
In addition:	Mark Raffle	NDA Programme Manager
	Phil Craig	Dounreay Managing Director
	Sheila Hutchison	ONR
	Stewart Ballantine	SEPA
	Martin O’Kane	CNC
	Shona Turnbull	Highland Council Planning
	James Bryson	DNSR (Vulcan)
	Ken Dyke	MOD, Vulcan (part attendance)

MINUTES

1. WELCOME AND INTRODUCTIONS

Cllr Roger Saxon welcomed everyone to the meeting. He reported that the Annual General Meeting had just been held and he had been elected as chairman with Derrick Milnes elected as Vice-chair. The status quo for the sub group chairs remained at present and would be determined following the DSG review.

The DSG review had been concluded. David Collier, independent consultant, had observed earlier sub group meetings and held a range of telephone interviews with a number of DSG members and observers. The initial report had been received and a meeting had been

organised for the 28th March for members to discuss the review and take forward actions to address the recommendations.

Roger Saxon also introduced Rika Haga, a PhD student who was writing a thesis on stakeholder engagement activity around nuclear decommissioning sites. A number of stakeholders had met with Rika to provide information related to her work.

2. APOLOGIES

Apologies were received from:

Brian Mutch	SGRIP
David Cowie	Highland Council Planning (Shona Turnbull deputising)
Alun Griffiths	ONR for Vulcan
Murray Lamont	North Highland Tourism
Sandy Mackie	Scrabster Harbour Trust

3. MINUTES OF THE LAST MEETING

Roger Saxon noted that the minutes of the last meeting had been circulated in advance to members – DSG(2016)M004 refers. The minutes were taken as a true reflection of the meeting. This was proposed by Derrick Milnes and seconded by David Flear.

Roger Saxon invited members to raise anything from the minutes.

Tor Justad noted that on page 8 of the minutes there was mention of the removal of in-reactor breeder from DFR and asked if this would be covered in the Dounreay update presentation. Phil Craig, Dounreay MD, said he would make mention of the fuels project.

Tor Justad also asked whether there would be an update on the Women's network initiative. Phil Craig responded that he would cover this in his update.

Tor Justad asked whether there had been any progress with identifying a date for a future SCCORs meeting in the Highlands. June Love responded that it had been intimated that if they were to hold such a meeting it would likely be in Inverness after spring. She would continue to progress a date for this meeting.

4. STATUS OF ACTIONS

June Love noted that the status of actions had been circulated to members in advance. The actions arising from the December meeting had all been completed and the majority of sub group actions had also been progressed. Outstanding actions would be closed out in time for the April sub group meetings.

5. UPDATE FROM VULCAN

Roger Saxon noted that the Vulcan updates were provided at the site restoration sub group meeting. At that meeting three written reports were received:

) DSG(2017)P008: Vulcan update

-) DSG(2017)P002: Rolls Royce update
-) DSG(2017)P007: ONR report for Vulcan (Oct to Dec 2016)

The sub group was updated and discussed the following:

-) There had been no lost time accidents, injuries or RIDDOR reportable incidents in 2016.
-) Three key safety campaigns had been undertaken during 2016 with future workshops being planned for 2017.
-) No environmental non-compliance incidents since the last DSG report.
-) The reporting format for radioactive waste disposal will change to align to the new approval which has been received.
-) Shore test facility programme continues.
-) Vulcan Defuelling and Decommissioning Programme continues.

As Cdr Ken Dyke was not available to provide a verbal update, Roger Saxon invited James Bryson, DNSR to provide DNSR's update.

James Bryson, DNSR reported that:

-) Progress was continuing to reduce the hazards on the site, with no reportable incidents to date.
-) Inspections had taken place on the arrangements for lifting activities and appeared to be satisfactory.
-) Vulcan site is continuing to demonstrate good working practices in a safe and compliant way.

David Flear noted that at the last sub group meeting there had been a response made by the Commander to a question raised on the options for the future of the Vulcan site. The response had been that MOD did not have the same requirements as the NDA when it came to consultation. While David Flear noted that this would be a question for the Scottish Government Cabinet Secretary at a meeting on the 23rd March he asked whether it would be useful for the new Chair to write to the MOD seeking clarification on their liaison remit. This was agreed.

Action: DSG(2017)M001/A001: DSG Chairman to write to MOD seeking clarification on the requirements for the MOD to engage/consult with the community.

David Flear stated that given he had mentioned the meeting with the Scottish Government on the 23rd March it was worthwhile commenting that the Cabinet Secretary had been invited to the Scottish Nuclear Sites meeting as a result of an invitation from the three SSGs (Dounreay, Chapelcross and Hunterston). The Cabinet Secretary had accepted the invitation and requested

that each SSG provide one question. The Dounreay Stakeholder Group had tabled two questions, one relating to the future options of the Vulcan site and the other being re-assurance of funding for the Dounreay site decommissioning programme to take it to interim end state (and beyond).

Tor Justad noted that a previous Vulcan report had information regarding nuclear materials going to Sellafield. While not asking specific questions on this he asked if there was a likely timescale for these operations. June Love noted that this subject had been covered in a presentation provided by Vulcan at a passed sub group meeting and said she would forward the presentation provided (which was available on the DSG website).

George Farlow noted that there was an estates review questioning another site similar to Vulcan where a question had been raised as to the position. It was expected that a response would be forthcoming end spring/early summer. He felt that given the questions going to the Cabinet Secretary it should be pointed out that there is a Community Empowerment Act and the MOD site at Vulcan should come under that Act.

There being no further questions or topics raised by DSG members, Roger Saxon invited members of the public to raise any questions.

Sandra Owsnett asked where she could find the Vulcan presentation on fuel transports. June Love noted that this had been published on the DSG website and would send through the link.

Action: DSG(2017)M001/A002: DSG Secretariat to forward Tor Justad and Sandra Owsnett the presentation from MOD on fuel transports given at a previous sub group meeting.

Roger Saxon thanked everyone for their input.

6. DOUNREAY PRESENTATION

Roger Saxon handed over to Phil Craig, Dounreay Managing Director to provide an update presentation. DSG(2017)C012 refers.

Following the presentation, Roger Saxon invited DSG members to raise questions.

In response to Tor Justad's question earlier regarding the Women's network, Phil Craig stated that this was part of a wider equality, diversity and inclusivity agenda. The key focus for 2017 (for Women's network) was the commitment from site that it would support a programme of activities coming forward with regard to Women in Nuclear (WiN). The Dounreay Management was proud to be one of the first NDA sites to sign up to WiN charter and provide commitments to undertake Dounreay based WiN events. A soft launch of the Women's network would take place on site on the 30th March where those present will input into the goals of what this should achieve.

Tor Justad asked how the Dounreay site compared against other sites. Phil Craig responded that Dounreay had not benchmarked against other sites. An independent study was carried out and the NDA would be looking at this across all NDA sites.

In response to Tor Justad's question relating to in-breeder DFR fuels project, Phil Craig responded that the fuels project was moving ahead and would continue to be the site's priorities for the

shorter term. Once the exotics project was complete the next focus would be on the in reactor breeder programme but could not be specific on dates or timelines.

In terms of the supply chain, the Dounreay site had a regular dialogue with the Chamber of Commerce and the site had exceeded its target of 20% spend within the SMEs. The spend this year would be around 32% spend with SMEs. Trudy Morris added that the Chamber was pleased to see an improvement in the regular discussions held with Dounreay's Commercial Department.

Phil Craig also outlined the challenges ahead for the site being:

-) Delivery of the Exotic programme
-) Commencing removal of breeder
-) Resource utilisation project
-) Progressing the wider decommissioning programme, including:
 - o D1251 demolition
 - o DFR pond concrete block removal
 - o D1200 ventilation refurbishment

On completion of the presentation, Roger Saxon invited DSG members to raise any other issues.

Roy Blackburn stated that at the last sub group meeting there had been a discussion around the safety study and wondered whether the site was in a position to provide the result of this. Phil Craig responded that this was part of a wider safety culture picture where the site had worked with an industry expert who had just presented the findings of this to the senior management team last week. The report was currently being considered and would be available shortly. By way of examples from the report, there had been some positives and negatives including such things as a strong ethos across the site for safety culture as well as areas where improvements are required, ie task observation and management interaction. The information from this and other reports has helped to inform the CNO improvement plan which now looks at the issue that the site is trying to fix, and then what actions are required to fix it. If the resulting action does not fix the issue then a new set of actions will be considered. Interestingly, the management on the site scored the safety culture lower than the workforce and the positive-ness of the workforce is something that needs to be built on.

David Broughton said that he understood the DFR raffinate, which is cemented into 500 litre drums, has received a letter of compliance. He asked whether that letter of compliance would also cover the PFR raffinate. Phil Craig responded that the process for PFR raffinate would be exactly the same as for DFR raffinate albeit that the modifications needed to be made to the plant. PFR raffinate would also be conditioned into 500 litre drums and he did not see a problem with a letter of compliance for that particular material.

David Broughton noted the work ongoing to improve the D1200 ventilation and asked whether there was a route for contaminated asbestos. Phil Craig responded that all waste routes were reviewed and considered with asbestos a part of that mix. In addition, the site had focussed on asbestos as a topic of the month to raise the aware of this particular issue.

David Broughton also observed that because of the changing priorities of the NDA and ultimately the site the DSG did not get a feel for what the really difficult challenges are for the key, ie what are the key problems that the site may not have a solution for at the moment. Phil Craig responded that there were a number of challenges and the site along with ONR and SEPA were in continuous discussion with relation to the work being undertaken to reduce the high hazards. He added he would be happy to take this forward for a more detailed discussion at the next sub group meeting.

David Broughton responded that it may be that some of the most technical challenges are not related to high hazards. Phil Craig added that there would be some challenging times when the shaft and silo work started.

Action: DSG(2017)M001/A003: David Lowe, Dounreay Deputy Managing Director to provide information on the technical challenges for forthcoming decommissioning projects to the site restoration sub group meeting.

Bob Earnshaw noted that the site had recently announced a further intake of apprentices and graduates. He asked for further clarification as to the future of these recruitment programmes. Phil Craig responded that the decommissioning plan had showed the last intake of apprentices would have been 2015 but due to the changes in priorities this had been extended into the intake for 2017. At the moment this will be reviewed on a year by year basis. NDA had been very good with the site's funding and had provided additional funding to allow the high hazard reduction to continue and this has allowed the site to invest in young people in the next financial year. At present the site is looking at its resource utilisation and further consideration will be given. However, Phil Craig pointed out that the site contract was a closure contract and the resource profile would start to change year on year as the site moved towards closure. The resource programme would never go up and there was an inevitability that the staffing profile would start to show a downward trend over the coming years. It had to be made clear that everyone working on the Dounreay site would no longer be working there when the interim end state was achieved.

John Deighan thanked Phil Craig for his presentation and noted the update on AMEC Foster Wheeler (AMECFW) and their intentions for local benefit via a contract for the shaft and silo. He asked whether this would change given AMECFW had just recommended an offer to shareholders for an acquisition from the Wood Group. Phil Craig responded that there were two elements to this and AMECFW had recently phoned the site to explain what was happening in terms of acquisitions. The Wood Group has made an offer for all of the AMECFW group with the exception of the clean energy part, which their nuclear business resides in, this part is being sold separate from the main AMECFW proposed sale to the Wood Group and would be announced later in the year.

John Deighan also asked whether the Brexit or Scottish independence vote would affect the NDA and site moving forward. Phil Craig responded that as far as Brexit was concerned there would be no impact on the site programme. He recognised the ongoing discussions relating to nuclear regulation but as far as the site was concerned they would continue to be compliant with whatever regulations that UK Government (and therefore the NDA) adopted. As far as the question of Scottish independent, the site was completely non-political and therefore would not offer a comment on this at present.

Mark Raffle, NDA added that NDA were being kept updated on the thinking of nuclear regulations and would be looking at this in some detail. At present there were a number of options being considered and were still to be discussed as part of the wider Brexit negotiations. Tor Justad asked whether it was likely that the regulation would shift from Euratom to the IAEA. Mark Raffle responded that this was what the NDA understood at this point in time.

Bob Earnshaw asked if it would be possible to provide a brief summary of what Euratom regulations cover in comparison to the IAEA regulations so that this could be considered in the sub group meeting in April. Phil Craig responded that the site would pick up this action and ensure information was provided for the April sub group meeting.

Action: DSG(2017)M001/A004: David Lowe, Deputy Managing Director to provide a summary of Euratom and IAEA regulations for the next site restoration sub group meeting.

Tor Justad noted that there was a summary report on the topic of Brexit (nuclear regulations) where 70% of the respondents were negative in their comments on the effects of leaving Brexit. Tor agreed to provide the information to the DSG Secretariat for circulation to DSG members.

Action: DSG(2017)M001/A005: Tor Justad to provide June Love with the summary report on Brexit (in relation to nuclear regulations).

George Farlow asked if the site was considering responding to the recent HiTrans consultation. Phil Craig responded that he would consider this given that transport links were essential for the delivery of the decommissioning programme but more importantly for the future of the area. Phil Craig also noted that a lot of work was being developed at the two harbours and he had found it interesting that Scrabster Harbour was in fact the fourth biggest fishing port in Scotland. Tor Justad responded that this was a sad reflection of the fishing industry.

David Flear noted, that in respect to responding to transport questions, there was a mechanism to do this through the Caithness Transport Forum. He further pointed out that both DSRL and DSG were represented on this forum. Trudy Morris confirmed that the Caithness Transport Forum would continue in its present form as funding had now been secured from Dounreay (£10K), The Highland Council (£2K + use of meeting venues) and Stagecoach (£2K). The Transport Forum was an integral part of the wider offering of the area and there was still a lot of work to be done to ensure the area's connectivity continued.

Matthew Reiss noted the recent landslip at Scrabster and how something like this can have the potential to cause significant delays as this was part of the A9 trunk road. Tor Justad asked what the £10K provided by Dounreay was used for in relation to the Caithness Transport Forum. Trudy Morris noted that this funding, along with The Highland Council and Stage Coach funding, was used to administer four meetings per year, ensure transport consultations were made available to members (and wider), the collation and collective response to all consultations, co-ordination of complaints and a number of similar related topics. Trudy Morris went on to say that an impact assessment report had been provided to Dounreay as part of the governance for funding and she would be happy, as long as Dounreay approved, to circulate that report to DSG members. Phil Craig said he was content for this to be done.

Action: DSG(2017)M001/A006: June Love to circulate Caithness Transport Forum impacts paper to DSG members for information.

There being no further questions from DSG members, Roger Saxon invited members of the public to raise any issues.

Sandra Owsnett asked whether Brexit would impact on the laws and rights relating to EU citizens in the workforce and supply chain. Phil Craig responded that the site would always be compliant with the UK laws and regulations in order to deliver the site programme.

There being no further questions, Roger Saxon thanked Phil Craig for this presentation.

7. SUB GROUP UPDATES

Roger Saxon noted that the sub group meetings had been held in January 2017.

The business meeting had met on 27th January and was primarily focussed on agenda setting for both the AGM and public meeting. The draft minutes had been circulated to all members for information – DSG/BM(2017)M001 refers.

For completeness, the actions arising from the business meeting are recorded here:

DSG(2017)M001/A007: June Love to update AGM paperwork in preparation for the AGM in March.

DSG(2017)M001/A008: June Love to finalise agenda for March 2017 DSG meeting.

DSG(2017)M001/A009: June Love to identify a date for a DSG workshop to take DSG review forward.

DSG(2017)M001/A010: David Flear to write to Phil Craig Managing Director, Dounreay to seek assurances that the site had contingency plans in place for the safety of the site if industrial action was to be taken.

Roger Saxon then handed over to Bob Earnshaw for the site restoration sub group update.

Bob Earnshaw, Site Restoration sub group chairman noted that he had been unable to attend the last sub group and that Roger Saxon had chaired the meeting on his behalf. The sub group had met on 18th January and the minutes had been circulated to members in advance – DSG/SRSG(2017)M001 refers.

Written reports had been received as follows:

-) DSG(2017)P005: Dounreay update report, Jan 2017
-) DSG(2017)P001: SEPA report
-) DSG(2017)P006: ONR report (October to December 2016)

At the sub group the following had been discussed:

NDA

- J The outgoing NDA Chairman visited the area in February. A new chairman had now been appointed as had the new Chief Executive.
- J The NDA were carrying out a consultation on the proposed pension reforms which impacts on those on the defined benefits schemes.
- J The interactions of NDA with Japanese representatives interested in the NDA contract model and decommissioning challenges.
- J Adrian Simper, NDA had been awarded an OBE. DSG had written to Adrian to congratulate him. He had responded and said he was looking forward to coming back to Caithness sometime soon.

Bob Earnshaw invited Mark Raffle, NDA to provide an update. Of note, Mark Raffle reported:

- J In terms of the senior team, Tom Smith (an existing non-executive Director of NDA) had now taken on the role of Chairman from the 1st March. He had visited Caithness about a month ago taking the time to visit both site and the Nucleus.
- J The Nuclear Decommissioning Authority (NDA) had also announced the appointment of David Peattie as its Chief Executive Officer (CEO) taking over from John Clarke who would remain for a few more months as Mr Peattie settles into the role.
- J From a funding point of view, the NDA were in discussion with the site and while the NDA were looking to provide an addition £25M more than the planned assured funding this year this was not yet confirmed. Additional funding had already been provided (and explained in relation to the prioritisation and additional scope) and while future funding was increased it was emphasised that the level of funding would revert back to the Planned Assured Funding once high hazards reduction was complete.
- J NDA were currently carrying out a consultation on the pension reforms. This was a formal consultation and was now due to complete on 21st April 2017.
- J NDA also acknowledged the DSG response to the NDA draft business plan and intimated that a response would be provided shortly.

Bob Earnshaw asked whether there would be an opportunity for the new Chairman and CEO of NDA to meet with the DSG chair at some stage. Mark Raffle responded that there would be opportunities for that to happen.

Tor Justad noted that in respect to funding that if NDA introduced an additional £25M to the site budget what does that mean in the overall contract process, ie did it come off the total bill at the end of decommissioning. Mark Raffle responded that this was not necessarily the case. Additional total contract funding was provided for specific pieces of work that had been added to the

contract after the contract award in 2012. The additional in-year funding allowed site decommissioning to continue at a pace where the amount of work deferred is minimised and any delay to interim end state is minimised, since both these will increase the total costs. Tor Justad clarified that this meant that an additional £25M had been provided to the contractor to get on with the job. Mark Raffle re-iterated this additional funding was because of additional work added to the contract after the contract had been awarded.

Roy Blackburn asked what progress the NDA was making on approving the site's revised decommissioning plan. Mark Raffle responded that the NDA had made some changes in the way they were considering this work. It was likely that the NDA would now approve the plan in around 9 to 12 months' time. Phil Craig added that the site had worked with NDA to get the best possible baseline which would also allow a bit of stability going forward. At present work was still ongoing for future years (beyond 2018/19) to make sure the final baseline is achievable.

Bob Earnshaw thanked everyone for their input and moved on to the Dounreay report. He noted the discussions at the sub group meeting were as follows:

Dounreay

-) The decommissioning plan continued to be discussed with the NDA, recognising that the site's priorities would be around the fuel.
-) The accident rate was now showing a slight improvement and the site had gone 141 days (as of January) with no lost time accidents.
-) A number of safety related topics were discussed including the safety culture survey and the ongoing work on the bulging low level waste containers.
-) The Highland Council, Vulcan and Dounreay were reviewing the Emergency arrangement handbook intimating if there was significant change this handbook would be re-issued to local householders within the zone. Following the review there was no substantial change to this.
-) The site was developing the information required to submit the phase 3 of a planning submission to the Highland Council. DSG members recalled two earlier phases of this work. Phase 3 would cover the period 2018 to the interim end state. A number of projects that DSG had been involved in would be part of the information provided, including the input provided from the site end state, landscaping options at the end of the decommissioning programme and the liquid effluent discharge system.
-) The site was also carrying out a review of the particles BPEO to check that the information then was still current now. Data collection is currently being undertaken.

Bob Earnshaw invited Phil Craig to provide a verbal update. Phil Craig reported the following:

-) The site had now gone 198 days since the last lost time accident (as of 15th March 2017).
-) The Chief Nuclear Officer's Improvement Plan had been formally issued in January and this was now how improvement actions are assigned and tracked.

-)] A number of the leading indicators, such as Total Recordable Injury Rate, Days Away Case Rate and sickness were all showing positive signs of improvement.
-)] The site was delighted to receive notification last week of the British Safety Council International Safety Award with distinction. The assessment looked at how the site used its' procedures to remain compliant and scored 59 out of 60.
-)] While there continued to be evidence of improvement there were still a number of areas being looked at and for that reason a 90 day action plan has been launched providing increased focus on behavioural improvements. Some of the actions include:
 - o Increasing time in the field for the wider leadership team
 - o Mind safety training for workers
 - o Producing a Dounreay Professionalism document
-)] ONR had published a list of reportable events this week, which included an event at Dounreay which had previously been reported to DSG in September last year. While a redundant glove box was being moved to a store, radioactive material was released onto the floor. Full surveys were undertaken and the material was contained entirely to the facility. As part of its published review, ONR said it was satisfied with the adequacy of the response and the progress with actions.
-)] In January, a completely separate event occurred with another glove box. During an operation, a glove box slid off the forks of a manual stacker truck. There was no contamination or release to the environment. Staff was not harmed and an investigation was convened.
-)] SEPA had submitted a final warning letter in relation to water ingress in the silo. This had been reported at a previous sub group meeting. Approximately 34m³ of clean water was added to the silo when a valve malfunctioned after a routine power outage test on an ancillary plant. The investigation has identified a number of improvements which are being addressed.
-)] In December a particle was detected and removed from the Dounreay foreshore which had a different fingerprint to the particles normally found. Further analysis is being undertaken.
-)] The removal of nuclear material from the site remains our highest delivery priority for this year and we continue to make progress in compliance with all regulations.
-)] Decommissioning progress across the whole site included:
 - At PFR the removal of the 24m long sodium removal pump and mast from the reactor vessel was now complete.
 - At DFR, installation of the nitrogen panels for the breeder in-sphere project had been completed.

- The first block of concrete from the DFR pond had been cut and removed.
 - The last active structure, in the Dounreay Materials Test Reactor (DMTR), (monitor/transfer cell) had been dismantled and the project team was now gearing up for demolition of D1251 in the new year.
-) In the Fuel Cycle area a number of operational facilities remain to handle the waste but there is also decommissioning activity, including:
- In one of the former reprocessing plants, pond bridge assembly trials for the external facility had now started and the changeroom refurbishment had been completed which supports the future airline suit operations that are still required.
 - In one of our examination facilities, the removal of the roof blocks in the south cell had been completed and work is now going on to remove the lower roof block from the north cell.
-) As previously mentioned by the sub group chair, the site was working towards submitting its next planning application to the Highland Council later this year. This work would cover the period 2018 to the interim end state. DSG members were being kept updated on this topic at the sub group meeting and further engagement activities would take place shortly.

Bob Earnshaw noted DSG's involvement in aspect of the options going forward for the interim end state which would ultimately be part of The Highland Council planning application. Phil Craig responded that the sub group would be kept updated as this progressed.

Bob Earnshaw then invited questions from DSG members.

Roy Blackburn asked what the status was on the bulging low level waste containers. Stewart Ballantine, SEPA, responded that he had received DSRL's assessment and proposals and had, today, met with the site project team. The proposal was to fill the voidage in the containers. He had now asked for the site to provide a programme for addressing the issues with containers already in the vaults and updated management arrangements to prevent any further occurrences.

David Broughton noted the comment on the professional issue (in relation to the CNO improvement plan) which he welcomed. He believed that many people on site had either chartered or fellow memberships and these groups were bound by ethical and moral standards. He felt it would be worthwhile looking at the institution requirements. Phil Craig noted his point.

David Flear asked whether the bulging low level waste containers was a radiological one. Stewart Ballantine responded this was a matter of compliance with the safety case and

emphasised there was no release of contamination nor harm to the environment or public.

Tor Justad noted the particles update that had been provided to the site restoration sub group meeting and was puzzled by the site considering continued monitoring. Stewart Ballantine responded that monitoring of beaches sits within the site's authorisation as a requirement.

There being no further questions from DSG members or members of the public Bob Earnshaw thanked everyone for their input and moved on to the SEPA update.

SEPA

Bob Earnshaw noted that SEPA had provided a written update to the sub group meeting and Paul Dale had also attended to provide an update on the Particles Retrieval Advisory Group's final report. DSG members had discussed the following:

-) The 2015 compliance assessment scheme had been published. The 2016 assessment would be published later in the year.
-) DSG members had questioned progress on the investigations into the wet silo and low level waste containers.

Bob Earnshaw invited Stewart Ballantine to provide an update. Stewart Ballantine noted that the final warning letter and the bulging low level waste containers had been previously covered in the meeting and he had nothing further to add.

Tor Justad asked what a final warning letter entailed and the timescale for the site to respond to this? Stewart Ballantine responded that in terms of timescale a warning letter did not specify the length of time to undertake any action. The letter was a warning to site and if these practices were to continue the next stage could be a report to the procurator fiscal. Tor Justad noted he was still not clear on what this meant. Stewart Ballantine added that the warning letter held for the duration of the authorisation. There was a number of enforcement routes that SEPA could take from having informal or formal discussions with the site, formal correspondence, warning letter, final warning letter, enforcement notice and a report to the fiscal. The route taken depended on the nature of the incident.

Rob Blackburn asked what the severity of this incident was. Stewart Ballantine responded that in terms of this incident SEPA were satisfied as to where it was now as the issue with the valve had been resolved. Questions around how SEPA were notified and the practices leading up to this incident had been in question. The final warning letter does not give specific timescales. Stewart Ballantine undertook to provide a link to SEPA's Enforcement Policy.

[Secretary's note: Following the meeting SEPA provided a link which explains the full enforcement policy which is available on SEPA's website: <http://www.sepa.org.uk/regulations/enforcement/>).

ONR

Bob Earnshaw noted that ONR had provided a written update for the sub group meeting. Of note, ONR had reported:

-) Scheduled compliance inspections were continuing.
-) ONR's satisfaction of Dounreay's response to a glovebox contamination incident.

Bob Earnshaw invited Sheila Hutchison to provide a verbal update. Sheila Hutchison reported the following:

-) ONR was continuing with compliance inspections since the last meeting.
-) The annual review of safety had just taken place which had been a very constructive and positive discussion.
-) ONR will monitor the CNO Improvement Plan and look for the improvements resulting from that.
-) As previously mentioned, ONR had published the list of regulatory incidents.

There being no questions from either members or public members Bob Earnshaw thanked Sheila Hutchison for her input.

CNC

Bob Earnshaw reported the CNC's verbal update at the sub group. Of note:

-) Visits to Reay school as part of their community work. All high schools had also been invited to visit the Police building.
-) Support to Police Scotland over the Christmas and new year period.
-) Recruitment activities for the local area.

Bob Earnshaw invited Martin O'Kane to provide an update. Martin O'Kane reported the following:

-) CNC continued to work with NDA and DSRL in the movement of nuclear materials.
-) Community involvement continued with school visits from Wick, Thurso and Farr.
-) Local recruitment for CNC was continuing.
-) CNC continued to support Police Scotland in relation to community issues.

Tor Justad asked what the difference was between the guardforce (PSS) and the CNC. Martin O'Kane responded that PSS were a civil guardforce utilised at site for site entry, bag searches and

the like. CNC's role was to protect the nuclear materials. NDA, DSRL, PSS and CNC all work together to ensure the highest level of all security aspects of the site.

Bob Earnshaw also noted that the DSG sub group had:

-) submitted a response to the NDA's draft business plan
-) attended workshops on the guidance document on requirements for release of nuclear sites from radioactive substances regulation and on a new integrated environmental authorisation framework document.
-) Had a discussion around the consistency of possible regulation between England and Scotland as there appeared to be differences within the regulatory regime.

For completeness, the actions arising from the site restoration sub group meeting are recorded here:

DSG(2017)M001/A011: Ella Feist to provide an explanation of why the site chose to continue frequency of beach monitoring.

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There being no further business, Bob Earnshaw thanked everyone for their input and passed over to Derrick Milnes for the socio economic sub group update.

Socio economic sub group update

Derrick Milnes noted that the sub group had been held on the 17th January. The draft minutes of the meeting had been circulated to members in advance – DSG/SESG(2017)M001 refers. Of note:

-) A number of community fund projects which comes from the £20,000 that is allocated to the community fund.
-) A written report on the progress of socio economic activities by the Dounreay Socio Economic Alliance.
-) DSG members were delighted to be invited to the opening of Nucleus – the NDA archive. The building was very impressive, the staff were in attendance were all very knowledgeable.

-) DSG members also positive about the apprentice and graduate recruitment which was continuing for 2017/18.
-) A number of enabling projects which falls under the CNSRP programme had been funded by the Dounreay Socio Economic Alliance.
-) CNSRP were currently reviewing its next three year programme of activity and the Dounreay Alliance were working with CNSRP to support this. The next Dounreay socio economic plan would reflect the priorities of CNSRP.

Derrick Milnes invited Mark Raffle, NDA to provide a verbal update. Of note, Mark Raffle reported:

-) Following the opening of Nucleus a number of groups had visited the facility. This had included The Highland Council Planning Committee and a number of other Highland Council representatives. An official opening of Nucleus would take place around the summer time.
-) In terms of other socio economic activities, NDA continued to have ongoing discussions with Wick Harbour in relation to the high water gate.
-) NDA had provided some of the funding required for Scrabster Harbour Trust to support the development of a new ice plant. Funding had been provided to support both a temporary and permanent facility.

Derrick Milnes invited Phil Craig to provide a verbal update. Of note, Phil Craig reported:

-) The Dounreay Socio Economic Alliance continues to work with our CNSRP partners to provide support.
-) The delivery of the socio economic plan by the three nuclear partners was progressing well. A new plan would be developed which shows a three year rolling activity and would align with CNSRP priorities.
-) The Dounreay Socio Economic Board was held in February and at that meeting there was an agreement for continued commitment for a number of CNSRP related projects. Consideration of the CNSRP priorities over the next three years will identify where the site can add value in supporting these activities.
-) Procurement activities continue with local benefit plans being requested in a number of new tenders. There has been a lot of good responses and a mixture of activities being proposed including engaging with the local supply chain and deploying them where appropriate, encouraging DSRL graduates to get involved in other projects (so they have an appreciation of working in different business structures), support to the North Highland College with presentations by subject matter experts, supporting STEM, attendance at local supplier days and potential ideas for getting involved in some local charity events.

The site's commercial team has also attended a number of supply chain events, including one in Caithness Horizons (on Friday 17th March) to discuss the potential to collaborate for industrial supplies. The Commercial team would also be attending other events, managed by the Nuclear Supply Chain project supported by Scottish Enterprise and HIE, in Aberdeen and Dunblane later this year.

-) The supply chain remains integral to the decommissioning of Dounreay. Commercial have listened to all the feedback from the market and is developing the future work programme and how the site can work productively with companies. That means thinking about the different models for awarding contracts, being clear about the packages of work to be delivered, looking for target cost arrangements and providing real opportunities for the supply chain to help deliver the programme. This is something that will be talked about more in the months ahead.
-) Dounreay held an official opening of the new revamped Public Information office. The Human Resource and Training staff now occupy the building as well. It was nice to see David Flear, outgoing DSG Chairman, cut the ribbon. The facility will continue to act as an important link with the community. Decommissioning means change on a whole host of fronts – whether that be resource requirements for the site, the way the site works with the supply chain or all the other issues that decommissioning entails. Change largely results in questions, so it is important to have the public office where the community can go and find out more information when they want to.
-) While it was noted that the Nucleus had previously been discussed, it was emphasised that this was a remarkable building and encouragement was given to visit the facility. More than 320,000 items from the Dounreay's historic photo collection, the earliest photo from the site dates back as far as 1948, had been deposited in the archives. All historical records that were currently on the site would ultimately be transferred.
-) While DSG members were aware of the Dounreay Community Fund which provides £20,000 to local organisations and charities the staff on site also do an incredible amount of fund raising as well. Last year there was over £6,000 raised from a number of activities including funding from the employees charity fund, apprentice events and other employee activities. Sometimes these things can go without being seen and I just wanted to ensure that everyone saw the extent of the support the Dounreay workforce raise each year in relation to a number of different good causes.

Derrick Milnes commented that the DSG recognised the work that staff (either individually or in teams) did to support the local community. He thanked Mark Raffle and Phil Craig for their updates and invited members to raise any issues.

Tor Justad asked whether the Nucleus could consider receiving information from other groups including the EDRP enquiry where lots of groups had submitted evidence opposing this. Tor also noted that there had been some press around the Caithness Collection which had not been included in the records that were going to archive under the Caithness Archive collections.

Mark Raffle responded that DSG members had previously been sent the records retention schedule which NDA adhere to. If there was a requirement to keep such records these would be archived accordingly. In terms of the Caithness Collection, the Caithness Archives team have moved into the building. The press article that Tor had been referring to was the Johnston Collection and this was not included in the archive collections.

David Flear stated he had been disappointed in the negative press regarding the Johnston Collection. The Caithness Archives relocation to Nucleus had been a joined-up approach between The Highland Council, Highland Highlife and the NDA. The Johnston Collection is a private collection and David Flear did not believe there had been an approach made by the owners to house the collection in Nucleus.

Roy Blackburn noted that the funding for Caithness Horizons was due to end in March 2018. He asked whether future funding of this facility was being considered. Mark Raffle responded that this was something that was still under discussion at the Dounreay Socio Economic Board.

For completeness, the actions of the socio economic sub group meeting are recorded here:

DSG(2017)M001/A015: Phil Craig to provide further detail on the response to DSG(2016)M004/A006 (recruitment).

DSG(2017)M001/A016: DSG to respond to the Scottish Government's consultation on the coastal communities funding in relation to Beatrice Offshore Wind.

DSG(2017)M001/A017: June Love to send congratulations to Adrian Simper for his OBE award from the DSG.

DSG(2017)M001/A018: DSG members to provide comments to June Love on the draft NDA Business Plan.

There being no further questions from members or members of the public, Derrick Milnes thanked everyone for their input and handed back to the Chairman.

8. QUESTIONS FROM MEMBERS OF THE PUBLIC

Roger Saxon invited questions, not previously covered in the meeting, from members of the public. No further questions were raised.

9. ANY OTHER BUSINESS

Before opening up to topics from members, Roger Saxon reminded DSG of the meeting to discuss the review on the 28th March and urged members to make themselves available for this meeting.

He thanked the outgoing Chairman for the valuable work that he had undertaken over the past five years and noted that DSG still had a valuable job to do with the reality that the site will inevitably close following completion of the decommissioning programme. He then invited

members to raise any other business.

John Deighan echoed Roger Saxon's comment regarding the outgoing chairman. He thanked David Flear on behalf of the group and welcomed Roger Saxon to the chair.

Tor Justad noted that the Nuclear Free Local Authority (NFLA) had published a report on Site Stakeholder Groups. It was agreed that this report would be circulated to members.

Action: DSG(2017)M001/A019: June Love to circulate NFLA report on Site Stakeholder Groups to DSG members.

David Flear noted that following the opening of Nucleus he had received a letter, to DSG, from outgoing NDA Chairman Stephen Henwood. The letter had thanked DSG members for the gift they had provided to him and had intimated that he had greatly enjoyed his visits to Caithness and was pleased to see it was clear that the relationship with the community was strong a pro-active.

Phil Craig, Dounreay Managing Director, echoed John Deighan's sentiments regarding outgoing chair David Flear and added that the Dounreay Stakeholder Group was seen as a good standard right across the industry. At times, David Flear had been critical and grumpy and has held the site

10. CLOSE

Roger Saxon thanked everyone for supporting him as the new Chairman and for attending the meeting. He then formally closed the meeting.

Roger Saxon
DSG Chairman
19th March 2017

ACTIONS ARISING FROM THIS MEETING (15th MARCH 2017)

DSG(2017)M001/A001: DSG Chairman to write to MOD seeking clarification on the requirements for the MOD to engage/consult with the community.

DSG(2017)M001/A002: DSG Secretariat to forward Tor Justad and Sandra Owsnett the presentation from MOD on fuel transports given at a previous sub group meeting.

DSG(2017)M001/A003: David Lowe, Dounreay Deputy Managing Director to provide information on the technical challenges for forthcoming decommissioning projects to the site restoration sub group meeting.

DSG(2017)M001/A004: David Lowe, Deputy Managing Director to provide a summary of Euratom and IAEA regulations for the next site restoration sub group meeting.

DSG(2017)M001/A005: Tor Justad to provide June Love with the summary report on Brexit (in relation to nuclear regulations).

DSG(2017)M001/A006: June Love to circulate Caithness Transport Forum impacts paper to DSG members for information.

DSG(2017)M001/A007: June Love to update AGM paperwork in preparation for the AGM in March.

DSG(2017)M001/A008: June Love to finalise agenda for March 2017 DSG meeting.

DSG(2017)M001/A009: June Love to identify a date for a DSG workshop to take DSG review forward.

DSG(2017)M001/A010: David Flear to write to Phil Craig Managing Director, Dounreay to seek assurances that the site had contingency plans in place for the safety of the site if industrial action was to be taken.

DSG(2017)M001/A011: Ella Feist to provide an explanation of why the site chose to continue frequency of beach monitoring.

DSG(2017)M001/A012: DSG members to provide comments to June Love on the draft NDA Business Plan.

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DSG(2017)M001/A019: June Love to circulate NFLA report on Site Stakeholder Groups to DSG members.

ACTIONS ONGOING FROM PREVIOUS MEETINGS

DSG(2016)M003/A016: Wendy Newton to liaise with June Love to agree appropriate sub group meetings to provide update on the future options of the site. **Action ongoing:** will be discussed at January sub group meeting.

DSG(2016)M003/A024: Eann Sinclair, CNSRP Programme Manager to provide the CNSRP high priority programme pipeline for projects for the next three years at next sub group meeting. **Action ongoing:** will be available around February 2017.

ACTIONS COMPLETED SINCE LAST MEETING

DSG(2016)M003/A011: Stewart Ballantine to discuss with SEPA rep regarding an update/presentation for a future restoration sub group meeting on the particles project. **Action complete:** update was provided at January 2017 sub group meeting.

DSG(2016)M004/A001: June Love to send link to the fuel transport Q&A document (DSG(2016)C037). **Action complete:**
<http://www.dounreaystakeholdergroup.org/files/downloads/download2836.pdf>

DSG(2016)M004/A002: June Love to finalise agenda for December DSG meeting and circulate to members. **Action complete:** agenda issued on 28th November 2016

DSG(2016)M004/A003: June Love to confirm with David Collier, Consultant that DSG wished to proceed with the DSG review as per the scope of work identified. **Action complete:** Confirmation notice sent to David Collier on 28th November 2016.

DSG(2016)M004/A004: June Love to email out all DSG members and observers to indicate that the DSG review would be taking place and may be contacted by consultant. **Action complete:** email out to all members and observers on 28th November 2016.

DSG(2016)M004/A005: June Love to contact DSRL to request presentation for the March DSG meeting. **Action complete:** Phil Craig confirmed at December 2016 meeting that he would be happy to provide a presentation at the March meeting.

DSG(2016)M004/A006: Phil Craig, MD Dounreay to clarify the vacancies that DSRL had just published in relation to those skills required under the framework contract. **Action complete:** It is DSRL resourcing policy to deliver the site decommissioning programme and meet its safety, environmental and nuclear site licence obligations through a core team of in-house staff, supplemented by suitably qualified and experienced staff obtained under contract whose skills complement and extend those available from directly employed staff. Where additional resource requirements are identified DSRL will decide whether to directly perform or contract out work in accordance with the DSRL Resource Enhancement Make/Buy Policy.

The Breeder Fuels Project requires an additional team of Supervisors and Operators on shifts. The Make/Buy review concluded that due to the length of the project and longer-term resources requirements within the Reactors Project this work should be directly performed. The positions will be filled by a combination of internal transfers and external recruitment on a phased basis over the next 3-4 months.

The skills and experience for these jobs are similar to those required under the Decommissioning Operator Framework contracts but they are new roles and, as is the case with all new appointments, to these roles will require specific plant related training in the operational activities involved. These roles are due to begin a number of months after the work previously being delivered by framework contractors ended.

This decision does not indicate a change in our policy towards the use of the supply chain, through the Framework and other contract routes, and resourcing decisions will continue to be based on the make-buy assessments for each work package.

DSG(2016)M004/A007: June Love to circulate website link for the RIFE report to all members. **Action complete:** website link to RIFE report 2016:
<http://www.sepa.org.uk/environment/radioactive-substances/environmental-monitoring-and-assessment/reports/>

DSG(2016)M004/A008: Mark Raffle to find out if they are built to the same standard as Dounreay. **Action complete:** In common with the current LLWR vaults, the new vaults 10 & 11 will not have roofs. Further information is available
<https://cloud2.atriumsoft.com/ePlanningCMB/loadFullDetails.do?aplId=43411>

DSG(2016)M004/A009: June Love to request TRIR scale on graph for future reports. **Action complete:** included in January 2017 update report.

DSG(2016)M004/A010: David Lowe to clarify whether the bulk DFR raffinate has now been completed and whether there was still some raffinate in the heels. **Action complete:** A total of 232 m3 of DFR raffinate was processed. The tanks could only be emptied down to the end of the outlet suction dip-leg leaving an estimated residual heel of around 650 litres. To

reduce the residual raffinate to a level which allows work to start on tank decommissioning, the heel of the tank has been flushed through four times with an equivalent volume of dilute acid. Therefore there are no raffinate heels remaining.

DSG(2016)M004/A011: June Love to liaise with Pat Green CNC about extending the invitation to visit CNC on site to DSG members. **Action complete:** A date of this visit will be identified shortly and an invitation extended to all DSG members. This visit would be co-ordinated with invitations to Buldoo residents also.

DSG(2016)M004/A012: All members to provide input to the discussion paper on the regulation of nuclear sites in the final stages of decommissioning. **Action complete:** see DSG(2016)C043.

DSG(2016)M004/A013: June Love (Marie Mackay) to update the wording in the guidelines to reflect that the Dounreay Stakeholder Group will be consulted through the DSG Socio Economic sub group chairman. **Action complete:** funding guidelines updated as per discussion at sub group meeting in November.

DSG(2016)M004/A014: June Love (Marie Mackay) to add to the summary has this organisation had money over the past 2 years and how much. **Action complete:** included in the summary report now provided.

DSG(2016)M004/A015: June Love to circulate work plan for PhD heritage study to DSG members. **Action complete:** see DSG(2016)C040.

DSG(2016)M004/A016: June Love to organise meeting between DSG Chairman and HIE Area Manager. **Action complete:** meeting to be held on 5th December 2016.

DSG(2016)M004/A017: June Love to progress response to letter to HIE regarding Vertical Launch. **Action complete:** see DSG(2016)C034.

DSG(2016)M004/A018: Sheila Hutchison to find out where information is on testing containers. **Action complete:** **Action complete:** The Transport regulations [SSR-6 Para 701] provide that compliance may be demonstrated by a number of methods (or combination of these methods) i.e. representative test specimens; previous satisfactory demonstrations of a similar nature; tests with scale models; and calculation or reasoned argument. For the 200m immersion test the Competent Authority has accepted all these methods other than scale modelling. An example of an actual physical test was that the package was contained within a water cavity and pressurised to 20bar to comply with the regulatory requirement. Following pressurisation, leak testing was carried out to substantiate any damage to the container and the package passed the leak test.