

**DOUNREAY STAKEHOLDER GROUP
BUSINESS MEETING**

Minutes of the DSG business meeting held in Dounreay.com (Thurso) on Friday 28th July 2017 at 1330 hours.

Present: Roger Saxon DSG Chairman
 Derrick Milnes DSG Vice-Chairman
 June Love DSG Secretariat (DSRL)

MINUTES

1. WELCOME

Roger Saxon welcomed everyone to the meeting.

2. APOLOGIES

Apologies were received from Bob Earnshaw, Site Restoration sub group chairman.

3. MINUTES OF LAST MEETING

Roger Saxon noted that the minutes had been circulated in advance. There were no changes made and it was agreed that these were a true reflection of the meeting.

4. PROGRESS ON ACTIONS

The action status was discussed. The majority of actions had been closed out. A number of actions arising from the sub group meetings held on 18th July were still to be included and these would be progressed as quickly as possible. No issues were raised on the outstanding actions as these were continuing to be progressed.

5. DSG REVIEW

Following discussion at the two sub group meetings a query had been raised as to whether all the recommendations (especially those around the socio economics) had been adopted. A survey had also been issued to DSG members and the responses received were the subject of review at this meeting.

June Love tabled a briefing that had been developed in March 2017 following the recommendations from the independent review. This was discussed and the paper will be updated to reflect the discussions and circulated to members for their endorsement.

Action: DSG/BM(2017)M003/A001: June Love to update DSG review update reflecting discussions at the business meeting and circulate to DSG members for their endorsement.

6. ISSUES RAISED FROM SUB GROUP MEETINGS

The issue of the DSG letter to MOD regarding their remit to consult with stakeholders regarding the future options for the site had been raised at the site restoration sub group meeting on 18th July. Members had voiced disappointment in the response received from MOD. It had been agreed that this would be further considered at the business meeting.

The business meeting discussed the response and agreed that it would be useful to respond to the letter re-iterating DSG's comments from the site restoration sub group meeting.

Action: DSG/BM(2017)M003/A002: DSG Chairman to agree draft letter to MOD regarding stakeholder consultation on future options for the Vulcan site.

Action: DSG/BM(2017)M003/A003: June Love to circulate draft MOD letter to DSG members for endorsement before sending to MOD and the agreed copy correspondence.

It was also noted that there had been some comments on NDA's response to DSG's submission to the draft NDA business plan. It was agreed that no further action would be taken as this had been minuted through in the site restoration sub group minutes (18th July 2017).

7. SEPTEMBER PUBLIC MEETING

It was noted that the September public meeting would be held on 13th September 2017 at 1900 hrs in the ballroom, Pentland Hotel, Thurso.

A request for a presentation on Dounreay's contracts had been requested at the DSG Socio Economic sub group meeting held on 18th July. The business meeting discussed this and agreed that the site should be asked to provide this presentation.

Derrick Milnes also suggested that it would also be useful to request a presentation by the NDA outlining their direction of travel following the arrival of a new CEO and Chairman and the consequence of the Magnox contracts including any implications for Dounreay. Following a discussion it was agreed that this would be requested.

Action: DSG/BM(2017)M003/A004: June Love to request both DSRL and NDA provide presentations at the September public meeting (Dounreay contracts and NDA direction of travel).

Given the DSG review it was agreed that no sub group reports would be provided at the DSG public meeting – members would receive the minutes in advance and could raise any issues under any other business or at an appropriate time in the meeting. It was further agreed that DSG observers would be contacted to request that they only provide verbal updates on matters which had not been previously covered by the sub group meetings, ie issues that have arisen between the sub group meeting and public meeting.

Action: DSG/BM(2017)M003/A005: June Love to write to DSG observers clarifying information required to be verbally reported at the DSG public meeting.

8. ANY OTHER BUSINESS

Derrick Milnes noted he had attended a number of meetings as DSG representative in the absence of the DSG Chairman. This had included a dinner with NDA and a meeting with the DSRL Board non-executive members. Simon Bowen, DSRL Board Chairman had requested a meeting with DSG members but had unfortunately been unable to attend. The Non-executive directors met with DSG representatives. [Secretary's note: a letter from Simon Bowen apologising for his non-attendance had just been received and would be circulated to those who had attended the meeting.]

Roger Saxon noted the NDA Stakeholder summit due to be held on 18/19th September. He would be attending this event and this would provide him with the opportunity to meet with other SSG chairs. As Derrick Milnes was not available to attend it had been previously agreed that David Flear would attend on behalf of Derrick.

The business meeting noted that following the presentation at the June public meeting an action had been placed on members to provide a response to the Dounreay Planning Phase 3 consultation.

June Love noted that she had received some responses and that the deadline for responses was the 11th August. She would issue a reminder to those members who had not already contributed. Following the 11th August a letter would be collated and circulated in draft for final approval before submission to Dounreay.

Action: DSG/BM(2017)M003/A006: June Love to issue reminder to DSG members for feedback to the Dounreay planning phase 3 consultation (deadline 11th August for responses to be received).

The business meeting also discussed representation at other groups and agreed the following:

-) **NDA National Stakeholder Group**
DSG Chairman and/or DSG Vice Chairman
-) **NDA Site Stakeholder Group chair's forum**
DSG Chairman and/or DSG Vice Chairman
-) **Scottish Sites Meeting (Scottish Government)**
DSG Chairman / June Love
(Deputy – Vice-chairman)
-) **CNSRP Advisory Board**
Roger Saxon
(Deputy – David Flear, Deputy sub group chair of Socio economic sub group)
(DSG Vice-chairman sits on group as Wick and Thurso Trade Union Council)
-) **North Highland Regeneration Fund**
DSG Socio Economic sub group Chairman
(No deputy required).
-) **Caithness Transport Forum**
Roger Saxon
(Deputy – Bob Earnshaw)
-) **LEADER Highland**
June Love
(Deputy: Roger Saxon)
-) **Caithness Community Partnership**
Roger Saxon
Deputy: Derrick Milnes
-) **Ad hoc meetings**
will be agreed as appropriate.

There being no further business, Roger Saxon thanked those attending for their input and formally closed the meeting.

Roger Saxon
DSG Chairman
3rd August 2017

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2017)M003/A001: June Love to update DSG review update reflecting discussions at the business meeting and circulate to DSG members for their endorsement.

DSG/BM(2017)M003/A002: DSG Chairman to agree draft letter to MOD regarding stakeholder consultation on future options for the Vulcan site.

DSG/BM(2017)M003/A003: June Love to circulate draft MOD letter to DSG members for endorsement before sending to MOD and the agreed copy correspondence.

DSG/BM(2017)M003/A004: June Love to request both DSRL and NDA provide presentations at the September public meeting (Dounreay contracts and NDA direction of travel).

DSG/BM(2017)M003/A005: June Love to write to DSG observers clarifying information required to be verbally reported at the DSG public meeting.

DSG/BM(2017)M003/A006: June Love to issue reminder to DSG members for feedback to the Dounreay planning phase 3 consultation (deadline 11th August for responses to be received).