



Chapelcross Site Stakeholder Group

Minutes of the Meeting held on Friday 16th March 2012 at Council Chambers, Annan Town Hall, High Street, Annan

In Attendance:

Cllr Ian Lindsay (representing Annandale East) (Chair)
Cllr Ronnie Ogilvie (representing Annandale South) (Vice Chair)
Jill Callander (SSG Secretary)
John Grierson (Chapelcross Site Director)
Cllr Sean Marshall (representing Annandale South)
Cllr Archie Dryburgh (representing Annandale East)
Cllr Michael Dickie (representing Annandale North)
Willie McNairn (2km Resident Representative)
Harry Brown (2km Resident Representative)
Karen Bratton (EHSS&Q Manager, Magnox Limited)
Chris Brown (D&G Council A&E Economic Regeneration)
Scott Muir (Chapelcross Prospect Union representative)
Steven Wilson (D&G Constabulary)
Bill Hamilton (NDA)
Jason Syers (D&G Council Strategic Projects Manager)

Apologies:

Hugh Fearn (SEPA)
Ewan Young (Scottish Government)
Graham Cooke (Rural Payments & Inspections Directorate)
Iain Campbell (Dumfries & Galloway Fire & Rescue)
Martin Brown (Representative of Fed of Comm Councils)
David Gurney (Civil Protection and Emergency Planning)
Mr Jim Nesbitt (Representative of Fed of Comm Councils)
Chris Kemp (Office for Nuclear Regulation, ONR)
Frank McGowan (Chapelcross Union Convenor)
Cllr Roger Grant (representing Annandale North)
Cllr Gail MacGregor (representing Annandale North)
Dr Will Munro (Food Standards Agency Scotland)
David Mundell (MP)
Cllr Allan Graham (representing Annandale East)
Carolyn Dunlop (National Farmers Union)
Cllr Ted Brown (representing Annandale North)
Ross McWhirter (Scottish Enterprise)
Jamie Fergusson, (Service Manager, Area Framework, D&G Council)
Dr Elaine Murray – MSP
Ewan Green (Operations Manager, Economic Development)
Inspector Alan Hill (Civil Nuclear Constabulary)
Sgt L Robison (D&G Police, Emergency Planning)
Jonathan Burgess (Cumbria County Council Emergency Planning Officer)
David Irving (D&G Constabulary)
Cllr Richard Brodie (representing Annandale South)
Lucy Denvir (Dumfries & Galloway NHS)

Present: Sheila Adams (Minutes)

Dave Thomas (Magnox)

1. Chairman's Opening Remarks

The Chairman welcomed everyone to the March quarterly meeting of the Chapelcross Site Stakeholder Group.

2. Announcements and Apologies

The Secretary gave the Apologies as listed above.

3. Minutes of Previous Meeting and Matters Arising

The Minutes of the meeting of Friday 2nd December 2011 were proposed by Cllr Ogilvie and seconded by Cllr Dickie.

In respect of Item 6 (Other Reports from SSG Bodies), the Scottish Government Radioactive Waste Policy Update Report was provided by Ewan Young and tabled in his absence.

4. Chapelcross Site Directors' Report

Mr John Grierson presented his report using presentation slides (attached), under the headings of: Site News, Visitors, Achievements in 2011/12, Magnox Optimised Decommissioning Programme, People, i4, Community Engagement.

Following the injury on site, which was reported at the last meeting, Mr Grierson reported that the site response was excellent and since the event there had been no injuries or accidents on site. Mr Grierson felt it was important to do things differently from year to year in order to remain focused. Following an unsatisfactory operating performance assessment from SEPA in 2010 Mr Grierson was pleased to report that the assessment had been conducted again for 2011 and was now successful.

Under the Site's Emergency Arrangements, the Chapelcross Emergency Exercise, Level 1 Demonstration on March 14th 2012 was passed with a 'better than adequate' result, where 'adequate' is a normal outcome. Mr Grierson added that although he was delighted to have passed this exercise the important thing was that it confirmed that the emergency teams are able to deal with any events.

Mr Grierson was pleased to report that delivery of work exceeded targets and was also delivered under budget.

In respect of Workforce, the current workforce level has been in place for 6-8 months and a Waste Manager has been now been appointed to the Chapelcross Lead Team which brings Chapelcross in line with the Magnox standard model for Lead Teams.

Chapelcross Site had been pleased to welcome Heads of Safety from across the Magnox fleet for a site visit recently. John Grierson had also hosted a visit from Richard Waite, President of EnergySolutions Europe.

Achievements / Progress

The timescale for complete defuelling is 13 June 2013, with 4 flasks of fuel left in Reactor 4 and 8 flasks of fuel left in Reactor 3. The Asbestos project is making good progress on Site. The Electrical Overlay project was marginally behind schedule earlier in the year but is now back on track and energising expected in late summer. With regard to land and groundwater management, the site is working closely with SEPA and again, good progress is being made. Tendering has taken place and a civil contractor will be appointed over the next few months. The site is committed to reducing the quantity of soil removed and where possible any soil remediation will be treated, so ensuring a minimum amount is sent to landfill. Intermediate level waste management is a critical part of the interim care and management. Waste oil drums went for incineration, metallic items for treatment and lead to Germany for recycling.

Management and Unions attended a two day workshop in Birmingham regarding transition and new site staff structures. At Chapelcross a Transition Workshop was held before Christmas and is planned again in late March / early April to ensure staff are briefed with the

changes on site. Shadow working across the site is being offered to staff as well as opportunities for retraining. Pension and Severance Workshops are being arranged for April and Managed Transfers are being explored with companies. Agreements have been made with other Companies to try to help staff with opportunities for changing careers.

The Chapelcross Site i4 Event held at the end of January was a great success. The ideas which come through the staff suggestion scheme from staff on site really do make a difference – John reported how a suggestion to use a different type of fuel for site boilers resulted in a saving of £135k/year. An Engineering Team also designed a device which saved the Company a lot of time and money on the defuelling project. Thirteen Teams entered the site Dragons Den and attended the Site Event which had an Olympic theme. The 13 Teams which had gone through the Dragons Den were given the opportunity to nominate a charity of their choice. Each charity was awarded £200 from the Team achieving the Dragons Den level and £400 if they won an award at the Event. There was a total of £4000 in donations awarded to local charities and worthwhile organisations.

As it is almost the year end, the budgets are fully allocated and a lot of good community projects have been supported under the Socio Economic Highlights for 2011/12, such as D&G Canine Rescue, Basketball competitions in Schools and Annan Athletic Soccer School which allowed 250 children to take part. The Science, Environment and Enterprise Scheme (Chapelcross SEE Project) has once again provided funding for our 29 local primary schools and 4 secondary schools, and the results have been fantastic.

John finished his presentation by reiterating that Safety is the most important priority of the Site.

Questions and Observations

Cllr Lindsay asked Mr Grierson if he felt everything was going well and Mr Grierson responded that the last three months had been an excellent achievement by the Site.

Cllr Dryburgh asked if the skips coming out of the Pond were going for recycling or to a low level waste repository. Mr Grierson advised that some are going for metal recycling and others for intermediate waste treating techniques to low level.

Mr Grierson was asked if the Socio Economic impact can be measured in terms of benefits to local communities, schools, volunteers. Cllr Marshall advised that a Corporate Social Responsibility Analysis is being produced across 10 sites by the Graduates working within the company. Volunteering time will be distinguished between that done outwith work time and that which staff are allowed time off work to do and the evidence will be given by the Graduate Team to be considered for inclusion in the future CSR Policy. Cllr Lindsay was concerned that local communities may lose out on volunteers if Chapelcross employees move away in the future. This is part of a bigger issue being addressed by CoReS and it is important to retrain people in the area to work and volunteer.

Cllr Lindsay asked if the Multi-Media Authorisation was holding things up in any way and offered the help of the Site Stakeholder Group should it be required in this regard. Mr Grierson replied that it would be nice to see this in place but currently it is not constraining any waste movements.

Mr Grierson wished the Council Members luck in the forthcoming Elections and thanked them for their input and efforts on the SSG.

5. NDA Reports and Update

NDA monthly updates for December 2011, January and February 2012 were circulated with the Agenda and Minutes prior to the meeting.

The new Chief Executive is John Clarke who will be formally appointed on 1st April 2012.

Bill Hamilton advised the SSG that a prior information notice has been published in the European Journal and a high level of interest from both the UK and internationally is anticipated for the Magnox Competition. An Industry Day will be held in the summer, to which representatives of Chapelcross Site Stakeholder Group will be invited. The Schedule for the Competition will be announced on this day, which may possibly be linked with a Stakeholder Event. The Competition will finish in 2014 when the new Parent Body Organisation will come into place.

The world's oldest generating Nuclear Power Station, Oldbury, closed last month with excellent publicity from the Communications Team.

A decision will be made in April 2012 on whether to treat and store remaining nuclear fuels from Dounreay there, or move them to Sellafield. The Options Study published in February shows that the most cost-effective and safest option is to move the fuel to Sellafield. There is likely to be strong questioning on transportation through Scotland at the Scottish Nuclear Councils Group Seminar on 23rd March, when the formal engagement process closes.

Questions and Observations

Mr Muir asked if the final decision on the winner of the Magnox Competition would be made on cost. Mr Hamilton confirmed that the decision would be based on a range of factors, such as track records, sites visits, talks with Stakeholders, safety records, socio economic, stakeholder engagement and best value. It was not yet known what the length of the £multi-billion contract would be, but it would be a very interesting competition and would be scored blind by an NDA Panel of Experts. Cllr Ogilvie asked about security and a vetting process if the competition is being scored blind. Mr Hamilton assured him that they would be fit and proper Companies and it would not just be a paper exercise, but a competitive dialogue process with shadow executive meetings. He explained that this would be the best competition as lessons have been learned from previous competitions and the bidder who wins will have proved their worth. This is a costly process for bidders as it involved 18 months of senior executive time. Mr Muir asked when the bidders would be announced. Mr Hamilton advised that there is no date scheduled for this yet but it is likely to be in the autumn, although the NDA cannot stop bidders announcing themselves.

Mr Dryburgh asked if a new Company running the site would take the staff into account as there are benefits in existing staff being retained or managed transfers. Mr Hamilton advised that there are strategic programmes of work across the 10 sites supported by the NDA, from the top down, and obstacles will not be put in the way. The HR Director is heavily involved in trying to make things happen and part of his job is meeting Companies and making alliances. Cllr Marshall reiterated that people are the main asset and Mr Hamilton thought that for 99% of the workforce nothing would change. He advised anyone with concerns to speak to staff at Dounreay or Sellafield as they have first hand knowledge.

Cllr Ogilvie asked about the consultations for the Geological Disposal Facility (GDF). Mr Hamilton is not directly involved in this but advised that a series of telephone polls will be conducted on 1,000 people in Copeland, Allerdale and the rest of Cumbria. Previous consultations have shown that 70% of people were in favour of GDF. A series of meetings will be held by various bodies in Cumbria with a formal decision from the Local Authority's expected in autumn.

Cllr Lindsay noted the importance of NDA representation at the meeting and thanked Mr Hamilton for his attendance and input.

6. Other reports from SSG Bodies - ONR, SEPA, CNC, Scottish Government, Scottish Enterprise, Emergency Planning, etc.

ONR

The ONR quarterly report was circulated with the Agenda and the Scottish Government report tabled at the start of the meeting.

SCOTTISH GOVERNMENT

Scottish Higher Activity Waste Policy

There is to be a Strategy to implement Scotland's Higher Activity Radioactive Waste Policy. The 2011 Policy document outlines the process for taking forward work to develop the Strategy.

The main purpose of Strategy is to provide a framework within which robust waste management decisions can be taken to ensure that the SG Policy is implemented in a coherent, economic and sustainable manner.

Development of the Strategy is being led by the Scottish Government Radioactive Waste Team. A Project Board and Technical Advisory Group have been set up to assist and advise the Scottish Government take forward the project to develop the Strategy. Further meetings of the Project Board and the Technical Advisory Group are taking place in March and April. There may also be a need to set up supporting working groups to assist in the development of the Strategy. In light of previous experience, we would expect such supporting groups to include representatives of site stakeholder groups and site operating companies.

Non Nuclear Industry Low Level Waste (NNI-LLW) Strategy

This strategy has been finalised and agreed by UK Government as well as the devolved administrations.

The strategy is primarily aimed at non-nuclear industry waste producers, the environment agencies and waste planning bodies. It will also be relevant to waste disposal facility operators, including the NDA and its site licensed companies.

The strategy is intended to:

- Provide guidance and background information on this type of waste to enable planning authorities to make informed decisions on planning applications and to respond to concerns from their elected members and constituents.
- Clarify the respective roles of waste producers, the environment agencies, planning authorities and the Nuclear Decommissioning Authority to enable decisions to be made that properly recognise the responsibilities of others.
- Ensure that waste producers and regulators are fully aware of how the regulatory framework should be applied to LLW, particularly the need for waste management plans, waste minimisation at source and use of the waste hierarchy.

It does not introduce any new concepts or policy; neither does it introduce any new requirements on permit holders, regulators or other public bodies.

Government does not propose to review this strategy for at least five years. However, the liaison groups for the non-nuclear industry that are run by the environment agencies should be the focus for any feedback from regulators and waste producers, on issues emerging from this strategy and on influences felt by them from events that are external to the strategy.

Strategy has been published on DECC website and a link to the strategy on the Scottish Government website will be created. The DECC link to the document is as follows:

http://www.decc.gov.uk/en/content/cms/meeting_energy/nuclear/radioactivity/waste/low/low.aspx

Details of the Scottish Government link will be provided to SSG members once it has been created.

Non Nuclear Industry Low Level Waste Naturally Occurring Radioactive Material (NNI LLW NORM) Strategy

The development of this strategy is being led by The Scottish Government Radioactive Waste Team with support from SEPA Radioactive Substances Team.

Project Board (SG led) and Technical Advisory Group (SEPA led) have met and further meetings are being organised. The Oil and Gas Industries are being invited to provide direct input to the draft strategy as one of the largest producers of NORM. A workshop for the NORM industry is being considered. Workshop will discuss progress made on the formulation of a draft strategy. The Workshop is likely to be held in Edinburgh in autumn 2012. Potential invitees to the workshop are being considered by the Technical Advisory Group (TAG). Relevant areas of interested parties will then be advised as to date of workshop and offered opportunity to participate in the development of the draft strategy.

The Technical Advisory Group (TAG) is being set up and one representative from Chapelcross, Dounreay and Sellafield invited to join the TAG team. The Hunterston SSG Chairman, Tony Bale has kindly offered to represent all three sites however after some discussion, members felt that this was not acceptable as the three sites were disparate and one could not represent all interests and it was suggested that contact should be made with Claire Dodd to discuss this further. Cllr Marshall's suggested that a request should be made for all three Chairs to be invited.

❖ [Action - Jill Callander to request / liaise with Scottish Government as well as Hunterson A and Dounreay SSG Secretariats to try to resolve this.](#)

Non Nuclear Industry Low Level Waste Strategy (NNILLW NORM) – a response has been submitted and is available on the website.

D&G Emergency Planning

Apologies had been passed from David Gurney but Jill Callander was able to update the SSG with regard to the recent "Exercise Jupiter". The report on the Emergency Planning Level 2 Demonstration Exercise was not yet finalised but would be presented by Mr Gurney at a future meeting, together with an overview of Site emergency arrangements.

Inspector Steven Wilson was asked for his views on the demonstration exercise. He was in the bunker and it was the first time he had been involved. He felt that it worked well with good communications and the partnership working was very successful.

7. External Meetings and Invitations

Southern Scotland ILW Storage Workshop – 26th January 2012

Cllr Ogilvie had attended and it had been a long and intense day with an independent facilitator. Working Groups had agreed a form of words which would be worked up. The next stage would be an Options Evaluation and there would be further consultation after March. Cllr Marshall added that the TAG would be advising the process.

Radioactive Waste Management Directorate Workshop – 28th March 2012

Mrs Callander advised that representatives of Magnox would be at the above meeting in Cockermouth and anyone from the Chapelcross SSG was interested in attending should contact her for further information.

❖ [Action - Jill Callander to circulate feedback from the ILW Workshop and a copy of the SEPA report.](#)

8. **SSG Education / Community Support Sub Group**

Minutes of the Sub Group meeting of 13th January 2012 showing all projects supported were circulated with the Agenda. As it is the end of the financial year all the money has been allocated. Cllr Marshall thanked everyone on the Panel, which would change slightly moving forward.

9. **Magnox Limited New Socio-Economic Process**

Cllr Marshall outlined the management of the new Fund using presentation slides. There is currently £500k/yr available over 10 sites which will increase to £1m in a single Magnox Scheme with funds from both the NDA and Energy *Solutions*. The new Scheme will be online by 1st April and all applications will have to be submitted online at <http://magnoxsocioeconomic.com>. The Socio Economic Team will receive the applications and not individual sites. Categories of funding will be £1 - £10,000; £10,000 - £100,000; and £100,000+. Each site will have a minimum allocation of £10K. A copy of the Socio Economic Development Plan is available online. The NDA has defined criteria for applications: Employment, Education and Skills, Economic and Social Infrastructure, Economic Diversification. Sites have been prioritised as high, medium, low, but this is likely to change. There will be monthly meetings of the Panel to decide on the applications, which will already have been assessed by the Socio Economic Team, who will make recommendations. Applications over £10k will be considered by the Magnox Executive Review Panel with applications over £100k requiring NDA approval. Sean Marshall will report quarterly to Chapelcross SSG. The turnaround is expected to be 4-6 weeks for applications under £10k; 3 months for applications from £10k-£100k and between 3-6 months for applications over £100k.

Questions and Observations

Cllr Ogilvie asked if there was an Appeals process. Cllr Marshall advised that the criteria is tighter now and the Panel can challenge the recommendations and scoring. Cllr Ogilvie asked if small groups seeking modest amounts had to apply online. Cllr Marshall confirmed that this is the case but they could be redirected to the Chapelcross Care Scheme or Chapelcross Charity Snowball Scheme instead if more appropriate.

Cllr Lindsay asked if there was any scope for change as the Scheme develops. Cllr Marshall agreed that there may be teething problems and the Scheme would be reviewed and adapted as necessary. High governance levels will be required.

10. **CoReS Update**

The Chairman introduced Mr Jason Syers, Strategic Projects Manager with Dumfries and Galloway Council. Mr Syers commenced employment in early December 2011. He advised Members that the Lockerbie Masterplan brief finished on 16th March and was due to go to tender. The process was similar to Annan and Gretna and would involve the community and stakeholders. All three projects are running side by side.

Gretna Steering Group reconvenes on 26th April and will take the Action Plan forward. The Gateway project in Annan although small is exciting and will have a big impact. It is being recosted by DGFirst and should move forward in June/July. The brief has been extended for the Station Gateway which is an opportunity to change the nature and feel of the entrance. Annandale Distillery is moving into the distillery phase.

Cllr Ogilvie referred to the gateways and main entrances to Annan which are not recognised as such and asked if there were plans for roads developments if the distillery is to be developed as a Visitor Centre. Mr Syers advised that there are much larger strategic areas to be discussed once the other Masterplans have been agreed.

Cllr Marshall noted the importance of ensuring that the Masterplans are recognised within the Local Development Plans and that the Chapelcross Technical Feasibility Study is also recognised. My Syers agreed that there are strategic issues within the GLA area which will be pressing priorities in the next 12 months and that there would be ongoing dialogue with the Planning Team to ensure complete alignment with all Masterplans in Dumfries and Galloway.

Cllr Marshall asked about progress with the units on the Business Park / Units in Gretna and Annan. Mr Syers confirmed that a planning application has been received for the Business Parks.

Cllr Dryburgh was pleased to hear that Gretna Steering Group is to reconvene and advised Members that the Gretna Heritage Trails website goes live on 31st March – www.gsheritagetrails.co.uk.

11. Beyond Chapelcross

Mrs Chris Brown advised that all final Key Performance Indicator (KPI) targets have been agreed with Magnox and NDA. The Annan Broadband pilot was moving swiftly ahead, with all communities and businesses involved. This would be live mid-April, unless there are technical delays. Under Business advice and Support, between September – December, 35 business have received one-to-one support, one grant has been awarded with two more in the pipeline. The grants follow Local Authority processes and there are delegated powers up to £5k. Eleven intermediaries have also been assisted – Accountants, Solicitors etc. Three businesses have been assisted through GLA and 70 more through Business Gateway so there is added value.

A project delivery group meeting as well as a project steering group meeting have been held. With regard to the steering group meeting it was very pleasing to note that the NDA were more than happy with the progress being made. The NDA is looking at Beyond Chapelcross as a blueprint for other socio economic projects as this is the only one that takes a holistic approach and covers the whole area.

The Prince's Scottish Youth Business Trust has allocated two market test grants, three loans and there are four new submissions to go to the next panel.

The 'Shop Doctor' in Annan will take place later in summer and is an add-on to the project which Dumfries and Galloway Council is funding with £20k. A trial is being held in Dumfries on 20th March and a report will be brought to the next meeting. The first workshop will involve 26 businesses, including retail.

The Marketing and Communications Strategy is complete and has been signed off. The website is being progressed and it is intended to have a secure area for Chapelcross employees only whereby they can log on and access job vacancies. Social networking is being developed with Facebook and Twitter pages and e-newsletters will be produced, as well as printed materials and Welcome Packs.

There will be a database of vacant properties and links to local Developers websites. Mrs Brown will provide a further update on communications and the website at the next meeting.

Cllr Ogilvie commented that people in general do not seem to be aware of what is happening and that the message needs to get out to the public. Mrs Brown responded that communications will be region-wide and acknowledged the need for outward facing PR. There will be a case study or Press Release issued monthly and the website will include all this information. Mrs Brown is also working with DGLife who will be publishing a full page on the Beyond Chapelcross project.

12. Chapelcross SSG Chairman / Vice Chairman Appointments

Mrs Callander advised the Group that as Cllr Lindsay is standing down at the Elections in May, in line with the SSG Constitution, he will no longer be able to sit on the Group. To allow

a smooth transition however it was recommended that Mr Lindsay remains as SSG Chairman until after the local Elections on 3rd May, as there will be new members at the June meeting. A paper outlining arrangements for the election of a new Chair and Vice Chair will be presented at the meeting on 1st June with copies of the relevant paperwork (Constitution, current voting members, nominations forms) sent out prior to the September meeting for consideration. It was accepted that there is a substantial workload and time commitment required from the Chair and Vice Chair postholders and this should be taken into consideration when members stand for either of the positions. A ballot will be held at the start of the meeting in September from the nominations received and Mr Lindsay will hand over the Chairmanship at this meeting. Members present agreed to this course of action which would allow for continuity and a seamless transition. Mrs Callander thanked Cllr Lindsay for his work and commitment over the past 10 years and for offering to assist in the transition process in supporting the incoming Chair and Vice Chair.

13. Any Other Business

There was no other business.

14. Public Forum

No comments.

15. Next Meeting – Friday 1st June 2012

Cllr Lindsay thanked everyone for attending and closed the meeting at 12.15pm. The next meeting will be on Friday 1st June 2012 at 10.00am in the Council Chambers, Town Hall, Annan.