



Chapelcross Site Stakeholder Group

Minutes of the Meeting held on Friday 15 December 2017 at 10.00 am at Council Chambers, Annan Town Hall, High Street, Annan

Present:

Cllr Henry McClelland (representing Annandale South) (Vice Chair)
Mr Harry Brown (2KM Resident Representative)
Mrs Jill Callander (SSG Secretary)
Mr John Grierson (Scottish Sites Lead and Chapelcross Closure Director)
Mr Bill Hamilton (Nuclear Decommissioning Authority, NDA)
Cllr Sean Marshall (representing Annandale South)
Mr Willie McNairn (2km Resident Representative)
Ms Jaime Nicholson (D&G Council, Principal Officer Facilities Annandale and Eskdale)
Mr Ian Park (Chapelcross Union Representative)
Mr David Stone (Scottish Environment Protection Agency, SEPA)
Mr Steven Szostak (D&G Council, BCX Gretna, Lockerbie and Annan Project Officer)
Cllr Stephen Thompson (representing Annandale North)
Mr Ewan Young (Scottish Government)

Apologies:

Mr Martin Brown (Federation of Community Councils)
Mr Quintin Donald, Rural Payments and Inspections Directorate
Cllr Archie Dryburgh (representing Annandale East and Eskdale) (Chair)
Mr John Jacobs, ONR
Mr David Mundell, MP
Mr Oliver Mundell, MSP
Cllr Ronnie Tait (representing Annandale East and Eskdale)
Cllr Adam Wilson (representing Annandale North)

In Attendance:

Mrs Sheila Adams (Minutes)

1. Chairman's Welcome

Vice Chair, Cllr McClelland, took the Chair in Cllr Dryburgh's absence. Cllr McClelland thanked those present for attending the meeting in difficult travelling conditions and went over housekeeping arrangements.

2. Announcements and Apologies *(including Declarations of Interest)*

The Secretary read the Apologies as listed above.

Cllr Marshall confirmed that he is employed by Magnox Limited and was attending the meeting as a Councillor, representing Annandale South.

3. Minutes of Previous Meeting and Matters Arising

The Minutes of the meeting of 15 September 2017 were approved as a true record and proposed as such by Mr Willie McNairn and seconded by Mr Ian Park.

Action points from the last meeting –

Mrs Callander to liaise with the NDA on a presentation on Skills Development – this will be on the Agenda for the March 2018 meeting – action complete.

4. Chapelcross Closure Director's Report – Mr John Grierson

(including update on Magnox Socio-Economic Scheme)

In terms of safety, Mr Grierson was pleased to present one of the best reports, with not one single injury during the last quarter, which was remarkable considering the weather conditions.

A Safety Culture Survey was issued to elicit views anonymously from all staff. The Annual Review of Safety, Security and Environment took place at Hunterston. Topics focussed on as part of the 'Target Zero' campaign during the period include Radiological Safety, Fire Safety, Mental Health Awareness and Slips Trips and Falls. Mandatory training sessions on Equality, Diversity and Inclusion (EDI) are now being delivered across all sites by actors.

An Emergency Preparedness demonstration exercise was undertaken which saw the actor protestors test and defeat some of the arrangements by getting through doors.

Business is ahead of schedule with delivery being made more efficiently and at less cost than estimated. This has been one of the busiest years for Chapelcross site.

Tony Moore has taken on the role of Managing Director of Magnox Ltd, replacing Kenny Douglas. Mark Raffle, NDA Programme Manager for Scottish Sites, has moved to Dounreay and has been succeeded by David Rushton. Changes in personnel within the Lead Team have also taken place at Chapelcross. Some employees from Chapelcross have been cross-site working at Hunterston.

Mr Grierson explained the key activities and work programmes on the Critical Path diagram. He showed photos of progress on the heat exchanger deplanting. Heat exchangers 3, 6, 7 and 10 are almost complete and one of the 95 ton cranes will be finished on site by Christmas. On the front side, HEX 4 and 5 are half way down with HEX 8 and 9 at level 6. Work on HEX 11 and 14 was suspended when peregrines moved in. The physical work is expected to be complete by the end of March, depending on weather conditions.

Photos of the ponds showed that underwater cutting is complete. The packing skills of the workforce have been so good that eight packages were saved, equivalent to savings of £800k. Under waste projects, physical deplanting is starting. With regard to land quality, due to the amount of concrete in the cooling towers, the water has a high pH content. A permanent solution for this was put out to the supply chain to avoid continued treatment with a siltbuster and the successful contractor has been appointed.

Under asset care, works on the south side have been difficult because of the rain. Electrical heating has been installed in the buildings to replace the aging boilers. Security assets have been upgraded and doors and turnstiles have been replaced. There is little interaction between the site and Scottish Power / Iberdrola but this is monitored by Chapelcross' Site Manager.

A healthy level of waste is going out with a large crane on the north site loading waste from the top duct and pipework on to a special truck which transports the waste to Cyclife, the licensed waste disposal Company.

The next step in the construction of the Interim Storage Facility will be the arrival of the steel frame in January and there will be a visible difference by April 2018. The building is being prepared for the installation of the Advanced Vacuum Drying System (AVDS) and Mobile Intermediate Level Waste Encapsulation Plant (MILWEP) which is coming to Chapelcross from Bradwell.

It has been a healthy year under the Socio Economic Scheme, with £52,000 awarded to big applications. There is still funding available in the Under £1k scheme. Stakeholder Activity included the Site Stakeholder Group visit, Active Schools, medical students and the Devil's Porridge at Eastriggs.

Despite the site being heavily gritted, it can still be very slippery and Target Zero remains the focus for all safety, which is always the site's most important priority.

Questions and Observations

Cllr Marshall asked how the tonnes of waste at the site compares to others on the Magnox estate. Mr Grierson responded that it is hard to draw an analysis because it depends on the type of work being undertaken but Chapelcross has the highest metals because of the work programme. The contract for the disposal of waste from the top ducts was awarded to Cyclife in the south of England. Components on the elbow and duct will be dismantled and sent to Sweden for smelting.

Cllr McClelland asked if it would be possible for himself and the Chair, Cllr Dryburgh, to undertake the EDI training as he felt it important to be aware of the culture. Mr Grierson confirmed that this would be possible but it would have to be done at Hunterston as Chapelcross training is complete. Cllr Marshall suggested that a site visit to Hunterston is arranged for the Chair and Vice Chair to coincide with the training.

➤ **Action – SSG Secretariat to arrange site visit and EDI training for Chair and Vice Chair at Hunterston site.**

Mr Park referred to the site demographic and asked if there would be opportunities for employment for young local people before staffing levels on site drop. Mr Grierson responded that he would like to run an apprenticeship programme but the site no longer has the breadth of work to give good levels of training. The site does look for opportunities to broaden skills but to open up opportunities for new employees, existing employees would have to be released which would not be right. Mr Grierson added that new contracts will be issued across the estate as Hartfell and Winfrith contracts were different and these will be standardised across the Magnox estate.

5. NDA Reports - Mr Bill Hamilton

The NDA report for December, provided with the meeting papers, was taken as read. Mr Hamilton summarised highlights from the reports. The NDA's new electronic newsletter *#Decomm* was launched in November and anyone interested in receiving this can sign up at <https://public.govdelivery.com/accounts/UKNDA/subscriber/new>. A video of the Stakeholder Summit held in September is featured in the online newsletter, as well as information on the Supply Chain Event, attended by over 2,000 people and robots cleaning Sellafield.

Of interest at other sites, the jammed fuel in the fast reactor at Dounreay is now being removed. Sellafield's 60 year old tallest chimney at Windscale, measuring 61 metres, is being taken down by means of a self-climbing platform, at a rate of one metre per week. A considerable amount of practical work is being carried out across the Magnox estate.

Further to the court case on the Magnox Competition and the decision by the NDA and Secretary of State to terminate the contract with Cavendish Fluor Partnership (CFP), an investigation has been undertaken by the independent National Audit Office and the Public Accounts Committee. The focus of the investigation is to establish the actual condition of the estate when CFP took over the sites, the legal advice given when the court action was initiated and the experience of the NDA Executive Team and Board. The new Chief Executive has reinstated the post of Commercial Director which has now been filled and a new position of Legal Counsel has been created and appointed. A new Chief Operations Director has just started, demonstrating the high level executive support brought in by the new Chief Executive. The Public Accounts Committee will continue to watch the NDA. The Secretary of State for the Department for Business, Energy and Industrial Strategy (BEIS) set up an independent Inquiry, the Holliday Inquiry, which has interviewed many NDA staff and will also speak with Site Stakeholder Group Chairs. The final report from the Inquiry is expected in the first half of 2018.

The NDA's draft Business Plan will be published in the next week and include the next three financial years, looking at spend across the NDA estate. Mr Hamilton invited comments on the draft Business Plan, which is shorter and easier to read than previously and will be available on the NDA website.

The good news for Christmas is the outcome of the application by the Beyond Chapelcross team to the NDA for funding for five years for the successor project which focusses on bringing new businesses to the site. After an initial paper was considered by the Socio Economic Panel and questions around milestones and future ownership of the land answered, the unanimous vote was in favour of providing funding support. This decision has now been forwarded to the Corporate Centre for ratification.

Questions and Observations

Cllr Marshall welcomed the news that the NDA had provisionally agreed to provide the full amount of the application of £500k.

Cllr Marshall referred to the Holliday Inquiry and asked the impact of the £100m out of court settlement to *EnergySolutions* on the NDA Work Programme. He asked if the condition of the estate was not as it should have been if the NDA would have recourse to recoup some of the costs from *EnergySolutions*, as Wylpha for example was not closed as anticipated. Mr Hamilton could not answer this question as it would depend on the contract between the NDA and *EnergySolutions*. He added that the sites are complex and it would not have been possible to determine the exact condition. A consolidation period was built into the contract for the new Parent Body Organisation (PBO) to assess the condition and renegotiate the contract if applicable. Mr Hamilton reassured members that none of the legal costs or out of court settlement monies came from decommissioning programme funding. The NDA receives £26bn from the Government but also generates £16bn of its own income.

Mr Park stressed that the most important factor for the workforce and Management Team at Chapelcross is stability and hoped that lessons had been learned by the NDA. He asked if the NDA had a management model in mind for after the termination of the Cavendish Fluor Partnership contract as this affects stability for the workforce. Mr Hamilton was unable to give a detailed response but agreed that stability is important and advised that the NDA has established a special Transition Team to look at how to achieve the smoothest transition between the contracts. A dedicated Communications Manager has been employed who will ensure that the workforce is kept up to speed through the Communications Teams on site. Mr Hamilton also sits on the Transition Board. The NDA is waiting for the Secretary of State to sign off the proposal for the way forward. It is not feasible to run another tender competition and Site Stakeholder Groups will be kept informed.

Mr Park noted that he is fully supportive of the Beyond Chapelcross project which he considered needs to begin as quickly and as smoothly as possible to increase job opportunities.

Cllr Thompson noted that good governance saves money and it was not the Competition that was at fault but the way in which it was run and decisions were made. He asked what changes will be made to the decision making process to avoid this happening again in future. Mr Hamilton advised that there are a spectrum of options available. Although there is not time to run a similar competition, it could be brought in-house or a different competition could be run and the new Chief Executive has employed a new top level team with a raft of experience. The person who ran the last competition is no longer employed by the NDA and it has a new regime from the Chief Executive downwards.

6. Presentation on Reactor Dismantling

Mr Hamilton explained that there are 19 potential strategic priorities identified by the NDA in its Strategy document, which is produced every five years. These are whittled down to key priorities, one of which is TS4: the timing and sequencing of Magnox Reactor Decommissioning. This was brought into the public domain at the Stakeholder Summit in September and received a good response. Mr Hamilton reminded members that the current strategy is to prepare each Reactor for Care and Maintenance and many years of quiescence and undertake final decommissioning in 85 years' time. Benefits of this strategy are radioactive decay over time and delaying costs until later but it also has risks. Since the original Strategy in 2007-08, there have been a number of developments, such as hands-on experience of dismantling across the estate and expert international opinion favouring prompt reactor decommissioning. A Strategy Review is being undertaken to see if a case can be made for earlier dismantling and to consider things such as timing and sequence of dismantling, practical implementation, a timeline for stakeholder engagement and conclusions. A draft paper will be prepared for consultation and Mr Hamilton suggested planning a discussion as an Agenda item at a future Site Stakeholder Group meeting to allow the Group to feed back to the NDA. No decisions have yet been made, resources will be required, and the NDA is interested to hear views.

Questions and Observations

Cllr McClelland considered that with the potential loss of skills, the Strategy would have to be for longer than five years. He asked how significant the threat of loss of skills and the supply chain is to the NDA. Mr Hamilton agreed that this is a real threat and offered to bring the NDA's new Head of Skills to a future SSG meeting. He assured members that there is a lot of work going on, not just within the NDA, to understand the needs of the industry and the training requirements over the next decades.

Mr Park considered that Chapelcross would be the ideal place to begin the reactor dismantling project, due to its proximity to Sellafield, which would resolve the disposal issue. Chapelcross workforce could support Sellafield. He noted that Calder Hall has the same reactors as Chapelcross so staff could move and take learning from Chapelcross to Calder Hall.

Cllr Marshall agreed that it would be good from a Chapelcross perspective to be the first site to dismantle but thought that it may be more appropriate for other sites to be first as work would have to benefit the whole estate. He noted that Calder Hall had the oldest reactors in the world. He added that there is also currently a waste issue around Geological Disposal Facilities. Mr Hamilton agreed that there were questions around waste disposal and sequencing and hoped for a decision in principle in 2018, after which sequencing and local issues would be considered. Calder Hall would not automatically be a priority - many factors have to be considered such as technical, strategic, political and stakeholder debate. If the UK Government agreed, engagement workshops could be a means of selecting sites but significant consultation would be required.

Cllr Marshall asked if Magnox did work on this and Mr Hamilton confirmed that Magnox did the initial work.

Cllr Thompson referred to the long-term view of sequencing and staff resources and asked about the possibility of a nomadic team. Mr Hamilton responded that there would have to be a balance of a local and nomadic workforce. Cllr Thompson asked how people and places and vulnerability would be factored in. Mr Grierson responded that 50% of staff working on the heat exchangers are local and 50% are nomads. This generates the local economy as they stay in the area and spend money in the local area. Mr Park added that Chapelcross and Sellafeld workforce have traditionally worked together and the two sites are within commuting distance. Mr Hamilton pointed out that the sites which are last in the sequence would be no worse off than they are now.

7. Other reports from SSG Bodies – ONR, SEPA, Scottish Government

ONR

The ONR report for the period July-September 2017, circulated with meeting papers, was taken as read. Mr John Jacobs was not present at the meeting.

Ms Nicholson left the meeting at 11.23 am.

SEPA – Mr David Stone

SEPA's report, distributed with the meeting papers, was taken as read. There had been two inspections in the period since the last meeting. The one in September focussed on management arrangements for the removal of the top ducts of the heat exchangers. The purpose of this was to ensure that waste was managed, characterised and eventually disposed of properly. SEPA was satisfied that appropriate arrangements are in place. While inspecting the top ducts, SEPA also inspected locked storage on sites and was generally happy that the appropriate records are being kept. A couple of issues which are non-radiological were brought to the site's attention. The findings of the inspections and monthly reporting data will be available in a compliance assessment in January 2018 and Mr Stone saw no reason why this would not have the same excellent result as last year. A number of technical discussions have taken place with the site with regard to the decommissioning of the Chapelcross Processing Plant (CXPP); design and construction of the Interim Storage Facility (ISF) for Intermediate Level Waste (ILW); development of the site's Radioactive Waste Management Case (RWMC); and development of the Advanced Vacuum Drying System (AVDS) and Modular ILW Encapsulation Plant (MILWEP). SEPA is satisfied that the site is making good progress with all of these programmes. Chapelcross site has applied for a variation to its authorisation in support of the above developments. SEPA has not identified any major issues and there will not be a full public consultation but statutory consultees will be consulted through standard procedures. SEPA has rigorous administrative processes and has found no technical issues while engaging with the site. The site has produced an overall Management Plan in respect of Radioactive Waste Management processes which is satisfactory to SEPA.

Questions and Observations

Cllr McClelland referred to the changes in legislation in respect of the Integrated Authorisation Framework and asked the implications of this and how much work it involves for the site. Mr Stone explained that the Radioactive Substances Act should have no issues for the site. This involves a series of common conditions and limitations on environmental principles. The transition should be smooth with no negative impact on the site.

Cllr Marshall referred to the ongoing decommissioning of the CXPP and asked if the site takes on board suggestions made by SEPA and if the site declines to take suggestions on board if SEPA can insist. Mr Stone clarified that SEPA attends technical meetings on site.

When the site was given the new authorisation in 2013 it had environmental burdens with regard to major sources of discharge. The emphasis for SEPA is on 'reasonably practical'. SEPA asks questions of the site to prompt it to demonstrate its safety case. Mr Stone added that SEPA has a very good working relationship with the site.

Scottish Government – Mr Ewan Young

Mr Young presented his report which was less weighty than the previous one. He thanked Cllr Dryburgh and Cllr McClelland for attending the Scottish Nuclear Sites Group meeting on 12 October 2017 and for raising questions and taking part in open discussion. The next meeting is scheduled for Thursday 26 April 2018. This meeting will enable the Magnox Scottish Region Closure Director to provide an informative presentation on an item of interest to the membership of the group.

European (Withdrawal) Bill

Scottish Ministers continue their commitment in principle to establish common UK frameworks where beneficial (as per the position set out in Scotland's Place In Europe) and are keen that principles and any frameworks are agreed between the administrations in the UK. The discussions continue to be ongoing. As this is a constantly evolving item, the Scottish Government would recommend regular checking of its website, and in particular the news page for the latest updates <http://news.gov.scot>.

Euratom

The Scottish Government continues to maintain protection of the environment and human health to robust international standards where it has devolved responsibility, including for radioactive substances, where some standards are currently set in Directives under the Euratom Treaty.

It continues to look to the UK Government to ensure the same for reserved matters. It shall continue to work, including in cooperation with the other three administrations in the UK, to assess the impacts of exiting from the Euratom Treaty, and to mitigate any negative effects on Scotland.

Again, as this is a constantly evolving item, the Scottish Government would recommend regular checking of its website, and in particular the news page for the latest updates <http://news.gov.scot>.

Nuclear Safeguards Bill

This Bill was referred to as part of the measures required to be taken prior to the UK leaving Euratom. The Bill is addressing critical nuclear safeguarding issues, to ensure that there are no doubts about ownership of and responsibility for nuclear materials, and that the UK can demonstrate compliance with international agreements. The Bill is currently at the Public Bill Committee stage and is undergoing scrutiny. There have been six sittings of the Public Bill Committee to date.

Basic Safety Standards Directive (BSSD)

Work is progressing in Scotland and across the UK on the transposition of the BSSD. Although the UK Government plans to take the UK out of the Euratom Treaty framework, the UK is still a member at the moment and has the obligation to transpose this Directive, which will become a part of domestic law on leaving Euratom. There are several strands of work to the transposition, with consultations on the Public Exposures measures, and on the Emergency Preparedness and Response consultation recently undertaken.

BSSD Background

The BSSD is a complex and wide ranging Directive. It lays down minimum radiation safety standards for medical patients, workers, and members of the public. The requirements cover planned exposure situations (e.g. nuclear medicine, nuclear power, and other industrial activities that use radioactivity) as well as existing exposure situations (e.g. the management of legacy radioactive contaminated land).

The Directive also covers arrangements for responding to emergency exposure situations, ranging from spills in hospitals to major nuclear emergencies incorporating the lessons learned from the Fukushima nuclear accident.

Public Exposure

The consultation on this item closed on 15 November 2017 and BEIS received a total of 20 responses of which 2 were Scottish based. BEIS is now considering the responses with a view to taking this forward and an update is expected shortly on the next steps towards the implementation date of 6 February 2018.

Emergency Preparedness and Response Consultation

The consultation on this item closed on 15 November 2017 and BEIS received a total of 71 responses with 21 of these from Scottish based organisations. BEIS is reviewing the responses received before moving this forward and an update is expected shortly on the next steps towards the implementation date of 6 February 2018.

Proportionate Regulatory Control (PRC)

This piece of work makes proposals which will result in the final stages of decommissioning and clean up being regulated under the existing environmental and health and safety legislation that applies to radioactive and non-radioactive substances at all non-nuclear sites. This would be by the various environmental regulators across the UK rather than the Office for Nuclear Regulation (ONR). In Scotland this would be SEPA.

This work is being led by BEIS and a steering group was set up to look at how this work can be taken forward. The current position is that the steering group has concluded that amendments will be required to both primary legislation (Nuclear Installations Act 1965) and secondary legislation (Environmental Permitting Regulations 16) in England and Wales. In order to achieve this there will now be two separate consultations. The first consultation will deal with the amendments to the Nuclear Installations Act 1965 only and will be launched in early 2018. The second will concern amendments to secondary legislation which is the Environmental Permitting Regulations for England and Wales and will be in the summer of 2018.

Questions and Observations

Mr Park asked if the Scottish Government is supportive of reactor dismantling. Mr Young confirmed that the Scottish Government is supportive and while it still has to see the detail, it wishes to see removal as soon as possible.

Cllr Marshall asked if Euratom had been raised as part of discussions on Brexit. Mr Young responded that there has been an amount of involvement from Regulators and this is fundamental but there is no change at the moment and any information which becomes available will be shared at the earliest convenience.

8. External Meetings and Invitations –

Scottish Sites meeting – 12 October 2017, Edinburgh

Cllr McClelland reported on the Scottish Sites meeting held in Edinburgh in October. This consisted of a number of presentations from Scottish Government, SEPA, ONR, SCCORS, NDA and each of the sites. Cllr Dryburgh was disappointed that the Magnox Chairs meeting in London had been cancelled – this has been rescheduled for 13/14 February 2018. Further information is awaited on a meeting of the Holliday Inquiry.

At the Site Stakeholder Group visit to the site on 7 November, Cllr McClelland was very pleased to see how the site works and is controlled. The work in the ponds is incredible in very difficult conditions. The value of the workforce should never be forgotten and he congratulated the site on its professionalism and pride in the industry. Cllr McClelland was also pleased to see the peregrines being protected. Cllr McClelland described the visit as very interesting and looked forward to returning and seeing the progress being made.

9. CoReS / CX Project - Mr Steve Szostak

Mr Szostak's report, circulated with the meeting papers, was taken as read. Mr Szostak highlighted the key points in the report. On the basis of the funding commitment from the NDA, the Local Authority has shown its commitment by approving a capital sum of £50k and paying staff. Whilst awaiting the announcement of the new Contract, staff have been undertaking shadowing activities.

The summary report of year 6 will be a composite summary of the life of the project, not just year 6, and will be available in January 2018. The project is very highly regarded locally and nationally and the second round of funding is based on the success of the first round. The new programme will retain the name 'CX Project' as this is now a recognised brand.

In readiness for the new project, governance arrangements have been streamlined and improvements made internally within the Council. The project will remain within the Economic Development Department and not Infrastructure. The two existing reporting bodies, the NDA and Magnox, will remain and new arrangements and Terms of Reference are being drawn up.

CoReS has taken stock of its own role as well as its input to the CX project and has agreed to join forces with the CX project and forego the CoReS name and become the CX Project Joint Coordination Group.

Mr Szostak summarised the activities in the table in his report. Opportunities have been taken to raise the profile of the project and infrastructure costings have been prepared. With regard to the Chapelcross Framework, discussions are taking place between the NDA and Legal Services regarding land and income and a long-term legacy. The NDA is prepared to work with the CX project and Mr Szostak considered it important for Elected Council members to note that the NDA will concentrate investment in the GLA corridor, not the whole of Dumfries and Galloway.

Questions and Observations

Cllr McClelland noted the Borderlands Initiative and the new South of Scotland Enterprise Agency and considered it incumbent to exploit the potential for economic development and make the most of the unique opportunity available to Annandale and Eskdale.

Cllr Marshall was pleased to note that the final report would summarise statistics from Years 1 – 6 of the project and thought it appropriate that this be brought to the last meeting of the financial year, in March 2018. He congratulated the CX team on its achievements. Mr Szostak agreed to present highlights of years 1-6 and aspirations of the new project to the March meeting.

Mr Stone pointed out that it is the delicensed land which will be available for redevelopment and even though the site licence is removed, the authorisation licence still stands. Mr Szostak confirmed that the CX team does not have the technical knowledge and this will have to be bought in. Mr Stone confirmed that guidance is available from SEPA and he is happy to be consulted.

Mr Park congratulated the CX team on the first project and implored the NDA, Scottish Government and local Elected Members to ensure that the infrastructure access happens to allow the new project to be developed.

10. Any Other Business

There were no other items of business raised.

Meeting dates for 2018 were confirmed as:

Friday 9 March; Friday 15 June; Friday 14 September; Friday 14 December 2018.

11. Public Forum

No members of the public were present.

12. Next Meeting – Friday 9 March 2018

The date of the next meeting was confirmed as Friday 9 March 2018.

The Vice Chair thanked members for attending and wished them a safe return journey and compliments of the season before closing the meeting at 12.07 pm.