

Dounreay Particles BPEO Stakeholder Consultation
3rd Steering Group Meeting
Friday 11th June 2004

**Orange Room, Park Hotel, Thurso,
0830-1445**

ATTENDEES:

Steering Group:

Bill Fernie	Member of Highland Council for Wick West (Chair)
Ian Clark	Trade Union Safety Representative, UKAEA Dounreay
John Thurso	MP
Prof. Iain Baikie	Independent consultant

Consultation Project Team:

Sam Usher	NNC
Alison Robinson	NNC (Secretary)
Dr Jane Hunt	Lancaster University
June Love	UKAEA Dounreay

Other Attendees:

Dr Paul Dale	SEPA
Dr Frank Dennis	UKAEA Dounreay
Graeme Morgan	UKAEA Dounreay

Apologies for absence:

Rick Nickerson	(Steering Group member)
Fred Barker	(Steering Group member)

1. Introduction and Agenda Agreement

The Chairman Bill Fernie welcomed everyone and introduced Dr Paul Dale from the Scottish Environment Protection Agency (SEPA). Dr Paul Dale made clear at the outset of the meeting that he was henceforth representing SEPA and not DPAG at this meeting.

Rick Nickerson and Fred Barker sent their apologies. Sam Usher noted that both had forwarded comments which would be introduced as appropriate.

The agenda for the second Steering Group meeting was agreed.

2. Agreement of Minutes of last Steering Group Meeting

The Minutes of the second Steering Group meeting were presented to the Steering Group for their approval and were agreed. The Steering Group also confirmed that these Minutes can be posted upon UKAEA's website.

In a note issued to the Steering Group Rick Nickerson stated that " I am unable to attend the next meeting but wish to confirm my belief that a representative from SEPA be encouraged to attend Particle SG meetings as an observer to enable us to enquire on technical issues." Dr Dale's attendance at this and an invitation to future meetings was noted.

A written comment from Fred Barker suggested an additional objective for Stage 3 consultation would be to "identify stakeholders views on UKAEA's preliminary scoring of options".

3. Review of SEPA & DPAG replies to SG letters and programme implications

Sam Usher briefly summarized both the letters and the replies to the Steering Group. The replies were noted by the Steering Group.

Dr Dale summarized SEPA's response:

- SEPA welcome the invitation to participate in the consultation but state that their independence must be maintained,
- Due to the delay of the SEPA particle risk assessment report, SEPA strongly recommend that all assumptions made on behalf of the BPEO are recorded so that these assumptions may be reviewed in light of the SEPA particle risk assessment report when it is ultimately published,
- DPAG are unable to support the Steering Group due to their workload.

Dr Dale explained that SEPA has asked the Scottish Executive for clarification of its role with regard to the particles. As SEPA believe that the particles are a historic problem, which may have an influence on whether the issue should be managed through "intervention" or "regulation" by SEPA. SEPA also noted that at following the publication of the DPAG Second Interim Report, a meeting was held between UKAEA, SEPA and DPAG in which "SEPA reiterated the view that it is premature for UKAEA to consider making any decisions on the remediation of the "local" seabed, considering the uncertainty in the extent of seabed contamination and lack of detail of key parameters."

Graeme Morgan explained that UKAEA had completed the 2004 season of diving, aimed at delineating the extent of particle dispersion. A BPEO workshop is scheduled for July 2004.

The Steering Group noted that the baseline costs of the proposed options should be presented to the public.

The Group agreed to proceed with Stage 2 of the consultation as previously discussed, in advance of the expected reports from SEPA/ NRPB & DPAG, with the appropriate noting and communication of this on briefing material.

4. Review of Programme

Sam Usher presented the current programme with detailed reference to Stage 2. The Steering Group commented upon the potential for inclement weather during January and hence the impact upon attendance at the Stage 2 public events. It was agreed that the stakeholder workshops and public exhibitions should be delayed until early March. This was noted as having a "knock-on" effect to the remainder of the programme.

The Project Team will reissue the amended programme for Stage 2 events for approval at the next Steering Group meeting.

Dr Dale confirmed that the SEPA report is on schedule for April 2005. The DPAG final report would follow 2-3 months after this. The Steering Group agreed that the project should proceed with Stage 3 preparation work following publication of the SEPA report. Following the publication of the DPAG Final report 2-3 months later, the project and Steering Group would review the potential impact of any material changes on briefing and presentation material before the Stage 3 consultation process will begin. This will be scheduled into the programme. Both SEPA and DPAG findings will therefore be available for Stage 3 of the consultation, together a review of any assumptions made during the Stage 2 consultation. The Steering Group noted the consultation programme Stages 3 & 4 subject to amendments above.

The Steering Group suggested that in order to help understand the impact of the DPAG work and Final report on the consultation, the project on behalf of the Steering Group would write to DPAG requesting permission for Iain Baikie to attend their meetings as an observer.

5. Review of Stage 2 Methodology

The methodology for Stage 2 was presented to and discussed by the Steering Group.

The Steering Group requested that an introductory paragraph and purpose of the document be added.

Jane Hunt explained that the workshops and exhibition methodology fulfilled current best consultation practice and was based on her extensive experience in this field.

Stakeholder Workshops

The Steering Group considered whether mixing the identified type groups of stakeholders would produce better results. Jane Hunt advised that in her experience unmixed groups participated better as stakeholders were less likely to feel inhibited amongst their own peer group.

It was noted that the Tourist industry was not directly represented and that this should be amended and included as part of Stakeholder Workshop 5: NGOs. Other groups not represented specifically were the divers who actively work with the particles. It was agreed that two divers should be selected as part of the Dounreay Employees Workshop.

The Steering Group considered that a ten minute introduction was too brief. It was agreed to extend the introduction to 15 minutes to allow for more "scene setting".

After discussion by the Steering Group it was decided that the role of the independent expert would be to act as an "informed advocate" for the participants, who would be able to assist the participants in evaluating and ascertaining the robustness of the material presented.

The project agreed to provide a "role description" for an independent expert and forward it to Dr Dale for him to propose suitable candidates for review by the SG.

The Steering Group asked to review the information pack that will be dispatched to participants; this will be done at the next Steering Group meeting.

Public Exhibitions

The Steering Group suggested that:

- Participants should have the ability to go anonymously,
- An entry interview was not necessary in addition to the exit interview,
- The exhibition should state what is being done with the information received from participants including for example a timeline of the BPEO process,
- The exhibitions should run for 2 days from, for example, 10.00-22.00 on a Friday and 9.00-16.00 on the following Saturday,
- Specific groups should be targeted and invited to the exhibitions, including for example schools and church groups,
- Indicative targets of attendance should be set; of the order 300 people attending would be considered appropriate.

Separately, the Steering Group invited UKAEA to consider staging a particles conference in Caithness.

6. Review of Public Participation Newsletter

It was agreed that the current draft of this newsletter required significant further work to ensure it was accessible to the public. UKAEA proposes to submit a revised draft to the next Steering Group meeting.

The Steering Group suggested a tiered or hierarchical approach to public documentation initially consisting of:

1. A 1 page summary document or "flyer",
2. A 6 page accessible newsletter. The newsletter should be of a glossy type with a high graphical content. It should explain BPEO's and explain where and how information obtained from the public will be used,
3. supporting documentation of increased technical detail (eg similar to existing draft Public Participation newsletter),
4. Referenced publicly available supporting technical reports.

Jane Hunt and June Love agreed to produce drafts of 1,2 & 3 for the next Steering Group meeting. Suggestions and comments for 1 & 2 from the Steering Group included:

- Make significant use of colour, pictures and graphics,
- Mention numbers of particles and monitoring regime,
- Focus on the Particles and the practical options for management, rather than Dounreay historical operations,
- Explain simply BPEO process,
- Pictures could include particle/pin/head, beach monitoring, divers,
- Q&A useful, but do not ask questions we do not know the answers for,
- What input from public is required, when and how will this be used.

These will be fed into newsletter design.

7. Review of Advertising Plan

A draft Advertising Plan was presented to and discussed by the Steering Group

It was agreed by the Steering Group that:

- Advertising within The Scotsman was not cost effective and alerting all registered stakeholders will alert all non-local stakeholders,
- Caithness Courier should also carry adverts as well as the John O' Groats Journal,
- Caithness FM should also be used to advertise.

The Steering Group also suggested that the adverts were used to recruit for the workshops and expressed their wish to review the advert beforehand.

The Advertising Plan was approved subject to the above changes.

8. Review of Workshop Observer Guidance

The project presented the Workshop Observer Guidance to the Steering Group for comment.

It was decided by the Steering Group that:

- 1-2 observers should be present depending on availability,
- No note taking would be allowed by observers, events should be monitored by the use of a tick list only,
- No press to be admitted as this would constrain participants,
- The Steering Group should not participate in workshops as this would affect their impartiality.

The Workshop Observer Guidance would be updated and reviewed at the next Steering Group meeting where all members would have the opportunity to comment

9. Review of Disability Access Protocol

The draft Disability Access Protocol was presented to and discussed by the Steering Group.

The Steering Group heard that the Town Hall was unsuitable for access and hence the Royal British Legion was being considered for use as a Thurso venue.

The Steering Group requested that signers were made available at specified times (2-3 hours per event) and that this was publicized in advance.

The Disability protocol was approved subject to these amendments.

10. Review of Meeting and Close

The Chair thanked the Steering Group for their time and efforts. It was agreed that the next Steering Group meeting would be held towards the end of September. June Love would confirm dates and availability.

Proposed Agenda Items for Inclusion in Next Steering Group Meeting

1. Approval of Stage 2 of consultation programme; noting of stage 3 & 4 programme
2. DPAG's response to letter re Iain Baikie's attendance as observer at DPAG meetings
3. Review of Stage 2 Methodology
4. Review of revised Public Participation documentation including Public Participation Newsletter & consultation website content
5. Review of Independent Expert candidates
6. Review workshop Observer Guidance

Appendix Objectives of Each Consultation Stage

Stage 1 Complete	<ul style="list-style-type: none"> • Project kick-off meeting (UKAEA/NNC/LU) • Establishment and holding of first Steering Group meeting
Stage 2	<p>Initial "Front-end" Public consultation to:</p> <ul style="list-style-type: none"> • Consider the overall BPEO objective • Consult on the completeness of the identified options • Consider completeness of proposed attributes.
Stage 3	<p>Main Public consultation to:</p> <ul style="list-style-type: none"> • Present the BPEO options under consideration • Identify stakeholder views on the relative importance of the attributes selected to compare the options. • Identify stakeholder views on the importance of the potential impacts generated by the management options • Identify stakeholder views on UKAEA preliminary scoring
Stage 4	<ul style="list-style-type: none"> • Closing event/ presentation/ publication.