

Dounreay Particles BPEO Stakeholder Consultation
1st Steering Group Meeting
Friday 12 December 2003

Orange Room, Park Hotel, Thurso
0830-1400

ATTENDEES:

Steering Group:

Prof. Iain Baikie	Independent Consultant specialising in Science, Research & Technology Issues
Fred Barker	Independent Consultant specialising in Stakeholder Engagement on Nuclear Issues
Ian Clark	Trade Union Safety Representative for UKAEA Dounreay
Bill Fernie	Member of Highland Council for Wick West
Rick Nickerson	Kimo International
John Thurso	MP

Consultation Project Team:

June Love	UKAEA (Observer)
Sam Usher	NNC (Chair)
Trevor Perry	NNC
Alison Robinson	NNC (Secretary)

Other Attendees:

Frank Dennis	UKAEA
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1. Welcome and Introductions

Sam Usher welcomed everyone and thanked them for attending and supporting the consultation project.

2. Background to the Particles Best Practicable Environmental Option (BPEO) Study

Frank Dennis gave a presentation covering the history of the Dounreay Particles issue, a description of the BPEO study, and the resultant work UKAEA have undertaken.

A BPEO study is a decision making tool which is used to identify the "Best Practicable Environmental Option" from a range of options or strategies to manage a particular problem or issue. A BPEO study is based around "scoring" options against a range of attributes or characteristics, with involvement and input from interested stakeholders in the process.

3. Overview of the Consultation

a) Consultation Project Team

Trevor Perry briefed the group on the consultation team. NNC are contracted to UKAEA to manage and facilitate the process of the Stakeholder Consultation as part of, and input into, the Particles BPEO study. NNC are working with Dr Jane Hunt, a consultation specialist from Lancaster University (through a sub-contract), as well as UKAEA itself to develop and deliver the consultation programme.

The respective roles and responsibilities of both NNC and Lancaster University were defined and are detailed below:

NNC will:

- Project manage the consultation, working with UKAEA
- Develop the design and strategy of the consultation,
- Provide the secretariat for the consultation and steering group
- Facilitate the consultation,
- In association with Lancaster University, have joint responsibility for reporting.

Lancaster University will:

- Develop the design and strategy of the consultation,
- Facilitate the consultation,
- In association with NNC, have joint responsibility for reporting.

NNC's involvement with a contract on providing quantitative radiochemical analysis related to the Dounreay particles on behalf of SEPA was declared and noted.

b) UKAEA Objectives of the Stakeholder Consultation

UKAEA has set its own objectives for the consultation which were reviewed at the initial consultation project kick-off meeting held on 16/17 September 2003 workshop, between UKAEA, NNC, and Lancaster University. June Love presented the objectives to the Steering Group:

The UKAEA's consultation objectives are as follows:

1. Outcome of the consultation must be used to propose an acceptable and implementable solution,
2. Consultation should relate to, and fit within, the UKAEA corporate process, which may be developed further,
3. The decision must be acceptable to the majority of local stakeholders and staff, regulators and institutional stakeholders,
4. The process must be acceptable to regulators, Dounreay Particles Advisory Group (DPAG) and the Scottish Executive,
5. The scale of the consultation should be proportionate to the NDA, the R&T technical budget spend to date and future, UKAEA internal resources and the nature of the problem.

June Love explained that "Local Stakeholders" were defined as people inhabiting Caithness and in the vicinity of the affected maritime areas.

The potential opportunity for this project to provide a public consultation 'case study' for the NDA was mentioned, and the Steering Group were informed of the existence and implications of the LMU/ NDA, and its interaction with UKAEA.

c) Proposed Consultation Programme

A copy of the proposed consultation programme incorporating proposed dates was issued to the Steering Group. It was proposed (subject to Steering Group review and approval) to schedule the following:

Stage 1 (Sep-Dec 2003)

- Project kick-off meeting (UKAEA/NNC/LU)
- Establishment and holding of first Steering Group meeting

Stage 2 (Jan-Apr 2004)

- Consider the overall BPEO objective,
- Consult on the completeness of the identified options,
- Consider completeness of proposed attributes.

Stage 3 (Oct-Mar 2005)

- Identify stakeholder views on weightings of attributes.

Stage 4 (Apr-May 2005)

- BPEO to be put to final consultation,
- Closing event/ presentation/ publication.

It was noted that Stage 3 of the consultation programme was dependant upon the publication of the SEPA commissioned NRPB particle risk assessment. This therefore forms a milestone in the consultation programme.

These dates are indicative only, and subject to further discussion, review and approval by the Steering Group, as part of the discussion on detailed consultation events to be held at the next meeting.

4. Purpose of the Steering Group

Trevor Perry gave an explanation of the purpose and role of the Steering Group. The following overarching objective of the Steering Group was agreed by the Steering Group:

'The objective of the Steering Group is to act as an independent audit group to ensure that the consultation process is open, independent, transparent, relevant and inclusive, by:

- **Reviewing the process in advance, reviewing the process during consultation, making recommendations on the process and providing a commentary on their work for inclusion in the final report,**
- **Review and comment on whether the findings of the consultation have been adequately incorporated in the final BPEO.'**

5. Agreement of Steering Group Terms of Reference

Trevor Perry presented the draft Terms of Reference to the Steering Group. The terms of reference were discussed and comments made, and these are attached as appendix 1. It was agreed by the Steering Group that members would reflect on the draft Terms of Reference, and that the Steering Group would approve them at the next meeting.

It was confirmed that the role of the Steering Group would extend beyond the completion of the public consultation programme, as the BPEO will be published after the closure of the consultation. This will allow the Steering Group to review and comment upon whether the findings of the consultation have been adequately incorporated into the BPEO process by UKAEA

6. Identification of a Steering Group Chairperson

The Steering Group agreed to place this as item 1 upon the agenda for the next Steering Group meeting.

7. Detailed Description of the Consultation

a) Consultation Events and Activities

Trevor Perry described the proposed events associated with the consultation:

Stage 2

- 4 x ½ day stakeholder panels, to involve: DLLC, affected groups, Dounreay employees and local residents,
- Written/ electronic consultation to UKAEA database of registered stakeholders.

Stage 3

- 8-10 full day workshops, to include groups from 1st Phase and regionally located workshops,
- Written/ electronic consultation to UKAEA database of registered stakeholders.

Stage 4

- Not yet defined, Steering Group and project will review proposals for stage 4.

The Steering Group considered that half a day was likely to be insufficient for the second stage stakeholder panels and that a full day was likely to be more appropriate. A discussion followed on the use of events open to the general public. It was agreed that an additional event would be considered; for example, an exhibition followed by public meeting, where information on the particles study, and the BPEO process could be shared with the public. This forum would also allow members of the public and other stakeholders to "opt in" to later consultation phases such as the stakeholder workshops. (*Post meeting note: this event would likely to be held for example both in Wick & Thurso*). It was proposed that these events would be held prior to the stakeholder workshops in stage 2.

The Steering Group expressed significant interest and importance in the language used to communicate technical information to the public. It noted that complex technical information, such as that found in many of the technical reports on particles, must be carefully presented so that it is accessible to the public.

It was noted that it is not the role of NNC/LU to technically assess or approve the technical work completed by UKAEA as part of the BPEO study. However, it is the role of the project (NNC/LU, with UKAEA) to ensure that all supporting technical information presented to the public as part of the consultation process is presented in a manner which is publicly accessible. This presentation material will be reviewed through the Steering Group before being submitted to the public.

The Steering Group suggested that with regard to the inclusiveness of the stakeholder panels, an additional Stage 2 stakeholder workshop should be included for environmental stakeholder groups.

The Steering Group was informed that SEPA had been asked to participate in the consultation process by UKAEA but had so far not committed to do so. The Steering Group believed that regulators should be involved in some way during the consultation process. Means should be sought in order to facilitate this and the Steering Group offered to support UKAEA, should this be necessary.

Further discussion of inclusivity continued with the inclusion of Orkney and Shetland as locations for workshops. It was agreed to invite Shetland and Western Isles delegates to the Orkney workshop as part of Stage 3.

'Central Scotland' workshops were recognised as Inverness, which would be inclusive of the Highland Council.

A brief discussion covered the use of the Highview software package as part of BPEO scoring assessments. Trevor Perry suggested that if it was used, it be used carefully during the 3rd stage, as experience has shown that using Highview can cause participants to artificially alter criteria weightings in order to influence the final outcome.

b) Stakeholder Identification and Contact

June Love said she would circulate the list of stakeholders to the Steering Group. This was based on UKAEA's existing stakeholder database, with additions where appropriate. The Steering Group would be invited to review the list for completeness and identify any stakeholders they believed should be on the list but who so far were not.

Post Meeting Note: UKAEA will circulate the names of the stakeholder organisations only, rather than individual names from the stakeholder database because of the provisions of the Data Protection Act.

c) Representation and Involvement

The Steering Group requested the geographical location of stakeholders in order to know if consultation events and activities matched stakeholder locations. They were advised that approximately 30% of registered stakeholders were local to the Dounreay area. It was suggested that some consultation events should be open to the public, to ensure that interested people who may not be canvassed directly have the opportunity to be involved and informed in the consultation process, and to listen to their views. It was noted that these events would be in addition to stakeholder "panels" or workshops, which are planned as deliberative events for stakeholder groups and are not normally "open access".

It was questioned whether people with direct interest or financial interest could be involved in the consultation. The project stated that all stakeholders have a role to play should they wish and there were no "barriers" to involvement.

d) Programme

The timing of workshops was discussed. It was agreed that there was insufficient information for the Steering Group to make a decision regarding the adequacy of the programme. It was proposed to schedule a full day for the next Steering Group meeting, which was also proposed to be after UKAEA had reviewed the technical documentation to be communicated with the public.

e) Communications

Discussion then turned to the issue of a Steering Group quorum. It was recognised the difficulty in managing availabilities for getting all 6 Steering Group members physically together regularly and without putting additional constraints on the programme. It was suggested that a quorum of 4 Steering Group members could make decisions or that subgroups could be appointed, however it was recognised that major decisions should be made by all. The Steering Group also suggested email as a means of progressing decisions.

The website provision was briefly discussed. Information on the Particles BPEO Stakeholder Consultation would be posted on the UKAEA website.

8. Discussion on Supporting Technical Documentation Provided by UKAEA

There was no time on the agenda for discussion or comment on the material provided by UKAEA for comment at the meeting. Some members of the SG expressed particular disappointment that this was the case regarding discussion of their comments on the Technical Documentation previously issued to the Steering Group members.

9. Agreement of Steering Group Meeting Dates

The Steering Group agreed to meet again before the first consultation events took place, to ensure that it was satisfied with the arrangements in place.

It was proposed that a full day meeting would be arranged for mid-February, and provisionally identified for Friday 13th February 2004.

10. AOB

The Steering Group noted that it had been very useful that Frank Dennis had been present during the meeting to be able to clarify technical and project issues regarding the Particles BPEO. The Steering Group invited Frank Dennis to attend all future meetings.

John Thurso declared that he had had previous involvement with both UKAEA, and local landowners with regards to the Dounreay Particles issue.