

Endorsed on 15<sup>th</sup> March 2017

**DOUNREAY STAKEHOLDER GROUP  
ANNUAL GENERAL MEETING**

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**The Dounreay Stakeholder Group Annual General Meeting was held on Wednesday 16<sup>th</sup> March 2016 at 1830 hrs in the Pentland Hotel, Thurso (Ballroom).**

|          |                    |   |
|----------|--------------------|---|
| Present: | David Flear        | DSG Chairman                            |
|          | Derrick Milnes     | DSG Socio Economic sub group chairman   |
|          | Alastair MacDonald | DSG Honorary member                     |
|          | Bob Earnshaw       | DSG Site Restoration sub group chairman |
|          | Thelma MacKenzie   | Thurso Community Council                |
|          | Cllr Roger Saxon   | Highland Council / DSG Vice-chairman    |
|          | Cllr George Farlow | Highland Council                        |
|          | Cllr Matthew Reiss | Highland Council                        |
|          | Cllr Willie Mackay | Highland Council                        |
|          | George McDougall   | Caithness West Community Council        |
|          | John Deighan       | Dounreay Unions                         |
|          | Eann Sinclair      | CNSRP                                   |
|          | Keith Muir         | HIE                                     |
|          | Ronnie Johnstone   | Church of Scotland                      |
|          | Trudy Morris       | Caithness Chamber of Commerce           |
|          | Brian Mutch        | SGRIPD                                  |
|          | Tor Justad         | DSG member                              |
|          | David Broughton    | DSG member                              |
|          | Roy Blackburn      | DSG member                              |
|          | June Love          | DSRL, DSG Secretariat                   |

**1. WELCOME AND INTRODUCTIONS**

David Flear welcomed everyone to the meeting. He noted the following apologies had been received:

|   |                       |                             |
|---|-----------------------|-----------------------------|
| J | Roy Kirk, HIE         | (Keith Muir deputising)     |
| J | Andy Brotherston, CNC | (Iain Morris deputising)    |
| J | Mike Flavell          | NHS Highland                |
| J | Donald MacBeath       | North Highland College, UHI |
| J | Sandy Mackie          | Scrabster Harbour Trust     |
| J | Murray Lamont         | North Highland Tourism      |

**2. MINUTES OF THE LAST ANNUAL GENERAL MEETING**

The minutes of the Annual General Meeting held on 18<sup>th</sup> March 2015 had been circulated to members in advance. The minutes were accepted as a true reflection of the meeting. This was proposed by Derrick Milnes and seconded by John Deighan.

### **3. CHAIRMAN'S REPORT**

**DSG(2016)C011** refers. David Flear noted that he had attempted to pick up the highlights from the year into one short report. He indicated he would take the paper as read and invited questions.

David Broughton asked who had been responsible for the Engineering Policy Group Scotland event. David Flear note that this had been an event sponsored and hosted by Ian Gray, MSP with a number of MSPs in attendance covering all political parties. The event had been attended by David Flear and Derrick Milnes and had somewhat moved away from the topic in hand to discuss energy policies including small modular reactors. It had been a disappointing event.

### **4. FINANCE REPORT**

**DSG(2015)C013** refers. David Flear noted that the finances were correct up to end of February. At the end of March the accounts would be submitted to DSRL for auditing as in previous years.

David Broughton noted that he did not fully understand the financial reporting. June Love stated that there was a lot of detail that underpinned the headline report and would be happy to go through this outside the meeting with David Broughton. This was agreed.

**Action: June Love to take David Broughton through the financial report for clarity.**

### **5. ATTENDANCE REPORT**

**DSG(2016)C013** refers. David Flear reminded members that it was important to ensure deputy arrangements were put in place. He further noted a number of changes to the membership over the year.

John Green had sadly passed away during the year and David Flear noted the contribution that John had made over many years, not only to the DSG but to a number of community organisations.

David Flear also thanked the DSG secretary for her commitment to supporting the DSG and congratulated her on her new job which continued to include DSG activities.

Tor Justad asked whether the Western Isle should be represented at DSG. David Flear responded that they had not requested a presence but if they wished to do so this would be considered favourably.

### **6. KEY DATES FOR 2014/15**

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**DSG(2016)C014** refers. The forward diary was provided for noting and would continue to be updated with current dates of meetings and other noteworthy topics/events.

#### **7. WEBSITE REPORT**

**DSG(2016)C015** refers. David Flear noted that the website report continued to show there was substantial interest from a variety of countries.

David Broughton asked what information the majority of those visiting the website was looking for. June Love noted that she did not have this information to hand but would interrogate the website and report back.

**Action: June Love to look at DSG website and identify the information being accessed.**

#### **8. DSG TERMS OF REFERENCE**

David Flear noted that minor amendments had been suggested to the existing Terms of Reference. These had been circulated out to members in advance of the meeting for consideration.

David Broughton requested a change to the statement on page 2: “For the purposes of the socio economic impact of the rundown of the site the local community is deemed to be the “Dounreay Travel to Work” area (west to Tongue and south to Helmsdale)”

to

“For the purposes of the socio economic impact of the **operations and decommissioning** of the site the local community is deemed to be the “Dounreay Travel to Work” area (west to Tongue and south to Helmsdale).”

With the inclusion of the above, members adopted the revisions made to the Terms of Reference. This was proposed by Roger Saxon and seconded by Thelma Mackenzie.

**Action: June Love to update DSG Terms of Reference with all amendments included.**

#### **9. ELECTION OF OFFICE BEARERS**

At this point, David Flear stepped down and handed over the chair to June Love for the election of the officer bearers.

June Love noted there were no advance nominations for the office bearer positions.

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### **ELECTION OF CHAIRMAN**

David Flear was nominated for re-election to the chair.

Proposed: Bob Earnshaw

Seconded: John Deighan

### **10. ELECTION OF VICE-CHAIRMAN**

Roger Saxon was nominated for election to the vice-chair.

Proposed: David Broughton

Seconded: Thelma MacKenzie

### **11. ELECTION OF SOCIO ECONOMIC SUB GROUP CHAIRMAN**

Derrick Milnes was nominated for re-election to the socio economic sub group chair.

Proposed: David Flear

Seconded: Trudy Morris

### **12. ELECTION OF SITE RESTORATION SUB GROUP CHAIRMAN**

Bob Earnshaw was nominated for re-election to the site restoration sub group chair.

Proposed: Tor Justad

Seconded: Roy Blackburn

June Love handed back the chair to David Flear.

### **13. CLOSE OF MEETING**

David Flear thanked everyone for agreeing to his re-election and indicated he was happy to remain in chair for one further year. Following that his intention would be to step down and by electing Roger Saxon as vice chair this allowed for some succession planning going forward. He indicated he was looking forward to working with the three elected office bearers in the coming year.

As there was no further business, David Flear thanked members for their input and continued support and formally closed the meeting.

**David Flear**  
**DSG Chairman**  
27<sup>th</sup> March 2016