

**DOUNREAY STAKEHOLDER GROUP
BUSINESS MEETING**

Minutes of DSG Business meeting held on Friday 25th November at 1330hours in Dounreay.com, Thurso.

Present: David Flear DSG Chairman
Roger Saxon DSG Vice-Chairman
Derrick Milnes DSG Socio Economic Sub Group Chairman

June Love DSG Secretariat, Dounreay

MINUTES

1. WELCOME AND INTRODUCTIONS

David Flear welcomed everyone to the meeting. June Love introduced Dawn Clasper who had recently joined the Community Relations Department and would overtime take over the minute taking of DSG sub groups.

2. APOLOGIES

Apologies were received from Bob Earnshaw, DSG Site Restoration Sub Group Chairman

3. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting – DSG/BM(2016)M003 – were accepted as a true reflection of the meeting.

4. ACTIONS

A review of all outstanding actions was undertaken. Responses to actions were progressing well and June Love noted she had taken an action from the site restoration sub group meeting to progress the outstanding action relating to the CNC firing range.

5. OFFICE BEARERS FOR 2017

Officer bearers for the March 2017 AGM were discussed. Bob Earnshaw (in written correspondence) had agreed to remain one further year as site restoration sub group chairman unless any other member wished to take over this role.

June Love noted that so far she had received one volunteer for the role of vice-chairman. As Roger Saxon was vice-chairman it was recognised he would be put forward for role of Chairman. Derrick Milnes (and one other) had volunteered for role of Vice-chairman. David Flear noted that if no-one else was available to cover the Socio Economic sub group chair he would take this role on.

June Love noted that there was a potential for a vote at the AGM and she would circulate a note around members in advance of the AGM outlining the position of the office bearers. This would be done without prejudice as others may wish to volunteer at the AGM.

6. DECEMBER DSG

The agenda for the DSG December meeting was discussed. No presentations had been requested for this meeting and the agenda would reflect this. The meeting would report outwards the discussion at the sub group meetings as well as verbal updates.

It was felt that due to the uncertainty of the weather at this time of the year it was correct to keep this agenda as short as possible.

Action: DSG/BM(2016)M004/A001: June Love to finalise agenda for December DSG meeting and circulate to members.

7. ANY OTHER BUSINESS

- **DSG Review:** It was noted that David Collier, consultant had responded to the comments made on the draft scope for the DSG review. Comments from members had been taken into account. It was agreed that the edited version of the scope had taken into account comments fed back from members and therefore endorsed the scope of work.

Action: DSG/BM(2016)M004/A002: June Love to confirm with David Collier, Consultant that DSG wished to proceed with the DSG review as per the scope of work identified.

David Flear asked June Love to ensure that all members and observers of DSG were made aware of the DSG review.

Action: DSG/BM(2016)M004/A003: June Love to email out all DSG members and observers to indicate that the DSG review would be taking place and may be contacted by consultant.

- **March AGM:** June Love asked what the logistics were for the forthcoming AGM in March 2017. It was agreed that David Flear would chair the AGM as at that point he would still formally be DSG Chairman. Once the voting at the AGM was concluded the outgoing chairman would hand over the meeting to the incoming chairman who would then chair the main DSG March meeting.
- **March DSG meeting:** It was requested that DSRL provides a presentation at the March 2017 DSG meeting to including progress with decommissioning (a look back over the year), milestones for 2017/18 and any issues that has arisen.

Action: DSG/BM(2016)M004/A004: June Love to contact DSRL to request presentation for the March DSG meeting.

8. CLOSE

There being no further business, David Flear thanked everyone for attending and formally closed the meeting.

David Flear
DSG Chairman
27th November 2016

Endorsed on 27th January 2017

ACTIONS ARISING FROM THIS MEETING

DSG/BM(2016)M004/A001: June Love to finalise agenda for December DSG meeting and circulate to members.

DSG/BM(2016)M004/A002: June Love to confirm with David Collier, Consultant that DSG wished to proceed with the DSG review as per the scope of work identified.

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