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The Dounreay Stakeholder Group Annual General Meeting took place on Wednesday 15th March 2017 at 1830 hours in the Pentland Hotel, Thurso.

- <5-5: †	David Flear	DSG Chairman
	Roger Saxon	Highland Council (DSG Vice-chairman)
	George McDougall	Caithness West Community Council
	David Broughton	DSG Public member
	Roy Blackburn	DSG Public member
	Ronnie Johnston	Church of Scotland
	Thelma Mackenzie	Thurso Community Council
	John Deighan	Dounreay Unions
	Derrick Milnes	Thurso and Wick Trade Union Council
	Bob Earnshaw	DSG Site Restoration sub group chair
	Eann Sinclair	CNSRP Programme Manager
	Alastair MacDonald	DSG Honorary member
	Willie Mackay	Highland Council
	Trudy Morris	Caithness Chamber of Commerce
	George Farlow	Highland Council
	Mike Flavell	NHS Highland
	Tor Justad	DSG public member
	Matthew Reiss	Highland Council
	June Love	DSG Secretariat, DSRL

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David Flear welcomed everyone to the Annual General Meeting. He noted that the public meeting was due to commence at 1900 hrs and therefore would move straight on to the agenda.

Apologies were received from:

)	Brian Mutch	SGRIP
)	Murray Lamont	North Highland Tourism
)	Sandy Mackie	Scrabster Harbour Trust

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David Flear noted that the minutes of the last AGM held on 16th March 2016 were circulated in advance of the meeting. He asked if anyone wished to make any amendments. Tor Justad noted an error on the last page (bearings should read bearers). With this amendment the minutes were agreed. This was proposed by Derrick Milnes and seconded by Thelma MacKenzie.

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The Chairman stated that a written report had been provided to members in advance of the meeting. DSG(2017)C002 refers. He noted:

-) Opening of Nucleus, a £21M investment with 20-25 full time sustainable jobs.
-) Involvement in local benefit in DSRL's procurement activities.
-) International interest from Australia, Taiwan and Japan as well as being the only SSG invited to take part in European conferences.
-) DSG was instrumental in raising the Berriedale Braes as a detriment for socio economic activities and lobbied, along with the Caithness Transport Forum, to ensure this was seen as a priority for the area. The project is now at a stage where the work has just gone out for procurement.

David Flear also took the opportunity to thank the secretariat for her work and commitment over the years. Having spoken to both NDA and Dounreay representatives on this subject they have both recognised the positive contribution from the secretariat to DSG.

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The financial report for 2016/17 was tabled. DSG(2017)C003 refers.

David Broughton asked whether any underspend was carried over. June Love responded that no funding could be carried over because of the nature of the contract.

The paper was noted.

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The attendance report was tabled. DSG(2017)C004 refers.

David Broughton noted that the attendance at the socio economic sub group was poor and asked if there was a reason for this. David Flear responded that some of this was due to illness and some around availability. He asked that this be given some thought at the forthcoming meeting to discuss the DSG review. The sub groups would be part of the consideration for this review.

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The forward diary was noted. DSG(2017)C005 refers.

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David Flear noted that the website report continued to attract a number of visitors/hits. DSG(2017)C006 refers.

David Broughton noted this was a comprehensive report and had included an analysis of the topics that were being searched. This was something he had asked about last year and was pleased to see it included. He was intrigued to see that a number of searched had been related to 'names'. June Love noted that within that there had been a number of individual names. Tor Justad stated that it was interesting to see the majority of searches related to fuels.

The paper was noted.

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David Flear noted that the Terms of Reference had been sent out electronically to all members. There had been no changes to the Terms of Reference since the last AGM. However, it was noted that dependent on the outcome of the DSG review it may be that an extra-ordinary meeting would need to be held if material changes were identified.

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Before handing over, David Flear stated that the business group had felt it would be appropriate to keep the status quo for the sub group chairs at this time. The reasoning for this was that given the DSG review would take place on 28th March it may result in changes being made to the structure of DSG. For that reason, it appeared sensible to wait to hear members' views. Again, if required this could be the subject of an extra-ordinary meeting.

At this point, he handed the chair over to June Love, DSG Secretariat.

June Love thanked David Flear. She noted that there had been no written nominations received although the vice-chairman had indicated he would be willing to stand as Chair. She asked the floor for nominations.

David Flear nominated Roger Saxon and this was seconded by Eann Sinclair. As there were no further nominations this was unanimously accepted.

June Love noted there were no written nominations received for vice-chairman but Derrick Milnes had intimated he would be willing to stand for one year to provide some continuity and support to the new Chair. June Love asked the floor for nominations.

John Deighan nominated Derrick Milnes and this was seconded by Thelma Mackenzie. As there were no further nominations this was unanimously accepted.

June Love thanked everyone and handed back the Chair to Roger Saxon.

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Roger Saxon thanked everyone for their support and stated that he was looking forward to carrying on the good work of the outgoing chairman. Roger stated that David Flear had been the chairman of the DSG over the past five years and had guided the group through some interesting times, not least the campaign to get the Nucleus built here in Caithness – something that was far from a foregone conclusion. Other examples of David's active involvement included the transfer of jobs into Dounreay.com - re-energizing the town centre and bringing footfall to local shops, the low level waste fund and local benefits through procurement. Throughout all this, David had been a steady hand and raised the profile of the DSG such that it was now seen as a model for such groups across the country and even recently had interest from Japan wishing to introduce similar structures. He would be a hard act to follow.

Endorsed on 14th March 2018

Roger Saxon then asked members if they wished to raise anything. Ronnie Johnston asked, given the Highland Council was going into purdah for the local elections, would this affect the effective working of the DSG Chairman?

Roger Saxon responded that the closed season for Councillors begins on publication of poll, 4pm on 29th March. Councillors remain Councillors until the Election Day, plus one day (ie 5th May) but would not be taking any council decisions/meetings or where represented on external bodies. The only exception to this would be with quasi-legal duties such as licensing or planning. In the event of the DSG Chair not being able to carry out DSG roles, the vice-chair or sub group chair would step in.

John Deighan stated he would like to endorse the statements made in relation to the pro-active work of the outgoing chairman and thanked David Flear for his commitment and hard work.

Tor Justad asked if there would be any issues if the nominated Chair did not continue as a Highland Councillor after the elections. June Love responded that the Terms of Reference allows the chair, if not representing an organisation, to continue in this role for six months or up to the next AGM and therefore the contingency was in place to allow the chair to continue in this role irrespective of the results of the local election.

Roger Saxon thanked everyone for their input and stated he looked forward to working with everyone over the coming year. As there was no other business, Roger Saxon formally closed the meeting.

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19th March 2017