

# Orkney Drugs Dog

Keeping Orkney safe for future generations

Scottish Charitable Incorporated Organisation Reg No SC047543



**Annual General Meeting  
AGENDA  
29 October 2025  
1900 at the St Magnus Centre, Kirkwall**

- 1 Welcome
- 2 Apologies for absence
- 3 Minutes of the AGM 04 September 2024
- 4 Report of the annual accounts for the last financial year
- 5 Approval of accounts
- 6 Appointment of independent auditor
- 7 Annual Report to 31<sup>st</sup> March 2025
- 8 Election of Trustees

Scottish Charitable Incorporated Organisation Reg No SC047543  
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# Orkney Drugs Dog

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Scottish Charitable Incorporated Organisation Reg No SCO47543

Regulated by the Scottish Charity Regulator (OSCR)



Minutes of the **Annual General Meeting** of Orkney Drugs Dog held on 04 September 2024

Present: Moira Kelday (MK), Sylvia Robertson (SR), Andrew Stewart (AS), Eileen Swanney (ES), Sarah Work (SW)

In Attendance: Charlie Flett (CF), Independent Auditor  
David Dawson (DD), General Member

Minutes: Lauren Johnstone (LJ)

<b>1.</b>	<b>Welcome</b>
	The Chair welcomed all to the Annual General Meeting of the Orkney Drugs Dog Charity.
<b>2.</b>	<b>Apologies</b>
	Apologies were received from Andy McGinn and Ray Kemp.
<b>3.</b>	<b>Adoption of Minutes of the Annual General Meeting 06 September 2023</b>
	The minute of the Annual General Meeting held on the 06 September 2023 was approved. The adoption was proposed by AS and seconded by SR.
<b>4.</b>	<b>Report of the Annual Accounts 2023 – 2024</b>
	<p>Copies of the full accounts were made available to those in attendance at the meeting.</p> <p>The Treasurer presented the Annual Accounts 23-24.</p> <p>The Chair thanked Charlie Flett of Foubister and Bain for once again preparing and assembling the accounts ahead of the meeting. A mention of thanks was also directed to ES, Treasurer for her hard work throughout the year in managing and monitoring the finances of the charity.</p> <p>C Flett commented that it was positive that the Board were able to continue the sustainability of the charity in the current financial climate and noted the substantial donations and fundraising. The Chair agreed and praised the community for their continued support.</p> <p>C Flett added that the Board continued to run well in terms of keeping overheads low and utilising opportunities presented.</p>

	<p>The Board thanked MK, for her continued efforts throughout the year in the organisation and smooth running of the charities fundraising events.</p> <p><b>DECISION:</b> Those in attendance noted the report of the annual accounts 23-24. CF concluded by extending his appreciation to LJ, MK and ES for their input into the preparation of the accounts.</p>
<b>5.</b>	<b>Approval of Accounts</b>
	<p>Following the presentation of accounts, the Chair sought approval from those in attendance.</p> <p><b>DECISION:</b> The approval of the 2023-24 accounts were proposed by SW and seconded by MK.</p>
<b>6.</b>	<b>Appointment of Independent Auditor</b>
	<p>The Board noted their thanks and appreciation to C Flett for his ongoing support to the charity in preparing the annual accounts.</p> <p>Board members were in unanimous agreement in nominating C Flett of Foubister and Bain to undertake the role of Independent Auditor 24-25.</p> <p><b>DECISION:</b> The proposal was accepted by C Flett.</p>
<b>7.</b>	<b>Educational Delivery – Sarah Work</b>
	<p>SW, Trustee delivered a short update on the work carried out in schools across the community and future plans to create and deliver a structured pathway in relation to drug use awareness and prevention.</p> <p>SW advised attendees that she held a background in primary school teaching and had been able to utilise her skills to effectively pitch and present educational presentations to school aged children over the last 12 months. SW commended Kevin Moar (KM), for his work with primary schools adding that he had received good engagement as a result of his delivery approach. In addition to this, she advised that KM had produced a very good presentation which was aimed at secondary school pupils.</p> <p>SW highlighted the seriousness of the issue in relation to drugs and alcohol use in young adults / teenagers and reported that sadly, this had grown over the past few years.</p> <p>Plans in developing an educational pathway were already in motion, which would see children from primary school through to S4. A combination of a physical hands on type session, accompanied with an educational presentation delivered over the course of a few weeks. Key points that were hoped to be taken away from the sessions included:</p> <ul style="list-style-type: none"> <li>• Who Orkney Drugs Dog are</li> <li>• What the charity does</li> <li>• How the charity can support pupils</li> <li>• Harm prevention (delivered by ADP)</li> </ul>

	<p>It was anticipated that feedback would be gathered from each session so that there could be continuous improvement and adaption in the delivery, and interests of the audience.</p> <p>SW concluded in proposing that additional resources would be developed by the charity and could be left with schools to use.</p> <p><b>DECISION:</b> Attendees noted the updated and commented positively on the inroads made with schools enabling delivery of this invaluable information. The Chair commended SW and KM on their hard work in engaging schools and pupils.</p>
8.	<p><b>Annual Report to 31<sup>st</sup> March 2024</b></p>
	<p>The Chair presented the annual report to 31 March 2024 for information and noting. Key highlights included:</p> <ul style="list-style-type: none"> <li>• The continued delivery of education delivery and detection / deterrent work</li> <li>• Keegan and Zoe continued to operationally compliment each other in their day to day work</li> <li>• Communications from Police Scotland had on occasion, incorrectly reported Keegan and Zoe as police dogs. The Board continued to push the message that the dogs were owned and operated by the charity and supported Police Scotland in their operations</li> <li>• Ongoing engagement with Police Scotland to increase point of entry searches</li> <li>• Successful education delivery to schools and community groups throughout the course of the year</li> <li>• Fundraising success through planned events thanks to MK and continued support from local businesses which the charity were incredibly grateful for</li> <li>• Social media presence had remained strong thanks to Andrew Stewart, reporting good interaction and positive comments from the public.</li> </ul> <p>The Chair acknowledged Highland and Islands Airports Ltd, Northlink Ferries, Royal Mail, Northwards and Streamline for their partnership working and continued support, enabling the dogs to undertake their duties.</p> <p>DD mentioned that Zoe was a regular feature in the retired police officer's magazine which was very enjoyable to see. CF commented that he felt that there was strong support in keeping drug use and associated crime low in Orkney.</p> <p>The Chair stressed that the sustainability of the charity remained a concern, in particular the fragility around staffing and Board members which the report acknowledged.</p> <p>DD highlighted his concerns around the future availability of Police Scotland due to impending retirements across the workforce. He added that he felt there was a strong case for the recruitment of an additional handler, which would increase the resilience of the charity and reduce its reliance on Police Scotland to carry</p>

	<p>out its duties. DD kindly offered his support through his national, regional and local contacts should the Board wish to highlight any future needs.</p> <p><b>DECISION:</b> Those in attendance noted the annual report and commended the charity and its members for their work.</p> <p><b>ACTION:</b> The Board to discuss and forward any comments to DD.</p>
<b>9.</b>	<b>Election of Trustees</b>
	<p>The Chair opened the discussion by thanking the Trustees of 23-24 for their support and time committed to the charity. It was highlighted at this point the further requirement to recruit additional members to the Board with the view to becoming Trustees.</p> <p>DD registered his interest in becoming a Trustee which was noted by the Secretary. It was agreed that the matter would be discussed at the next business meeting and a follow up conversation would be arranged.</p> <p>It was proposed that all current Trustees were re-elected for the period 24-25.</p> <p><b>DECISION:</b> It was agreed that all Trustees were re-elected for the period 24-25.</p>
<b>10.</b>	<b>Invitation for new members</b>
	<p>The Chair thanked those who had taken the time to attend the Annual General Meeting and advised that the Charity were looking to expand their membership. Applications were welcomed from prospective General Members who would be interested in becoming Trustees.</p>
<b>11.</b>	<b>Closing Remarks</b>
	<p>Reflecting on 2023-24, there was much to celebrate. The charity had worked hard to increase and expand its educational delivery programme and continued to play an instrumental role in reducing the circulation of drugs within the local community.</p> <p>The Chair thanked those in attendance for coming along and their continued support of the charity.</p>
	Meeting closed at 19:50

# Orkney Drugs Dog

Scottish Charitable Incorporated Organisation Reg No SCO47543



## Annual Report 1 April 2024 – 31 March 2025



### **Welcome:**

It has been a busy year for Orkney Drugs Dog charity with a lot of development being carried out. We are grateful for the support we receive, in particular the donations which come in from the public and funding from Orkney Alcohol and Drugs Partnership. Without this support the charity would not be able to continue its success.

### **The Board of Trustees:**

The Board of Trustees have convened five business meetings over the course of 2024-25.

The Board of Directors has seen a few changes. We said goodbye to Andy McGinn who has been involved for a number of years. He has been a huge advocate for our work and has drummed up an incredible amount of sponsorship and support during his time with us. We also bid farewell to Sylvia Robertson who was on the Board in the roles of Vice Chair and Chair. She put in a huge amount of work behind the scenes of ODD and kept things ticking over, so there were big shoes to fill. Sylvia and Andy paved the way for the smooth and successful running of ODD which allowed for new faces to slot in and current members to take on new opportunities. Sarah Work took on the role of Chair for the time being and we've been delighted to welcome David Dawson and Kelly Budge to the table. Both have supported the charity for some time and are a welcome, positive addition to our ranks.

## Attendance Record 24-25

	April 2024 (Meeting Cancelled)	31 July 2024	4 September 2024 (AGM)	4 September 2024 (Business Meeting)	13 November 2024	15 January 2025	12 March 2025
<b>MEMBERS:</b>							
Sylvia Robertson, Chair		In attendance	In attendance	In attendance	Apologies		
Sarah Work, Vice Chair					In attendance	In attendance	In attendance
Eileen Swanney, Treasurer		In attendance	In attendance	In attendance	In attendance	In attendance	In attendance
Lauren Johnstone, Secretary		In attendance	In attendance	In attendance	In attendance	In attendance	In attendance
Moira Kelday, Trustee		In attendance	In attendance	In attendance	In attendance	In attendance	In attendance
Andy McGinn, Trustee		In attendance	Apologies	Apologies			
Andrew Stewart, Trustee		In attendance	In attendance	In attendance	Apologies	In attendance	In attendance
Sarah Work, Trustee		In attendance	In attendance	In attendance			
<b>BY INVITATION:</b>							
Simon Hay, Police Scotland		-	-	-			
Beverly Flett, Police Scotland		-	-	-	-	-	-
Kevin Moar, Dog Handler		-	Apologies	-	-	-	-

**Detections:**

We continue to focus on carrying out regular searches at the Royal Mail sorting and delivery offices in both Kirkwall and Stromness as well as at points of entry to Orkney (ie Ferry and Airports). Police Scotland, with the assistance of Orkney Drugs Dog, have confirmed that in the financial period 1<sup>st</sup> April 2024- 31<sup>st</sup> March 2025, illicit substances with an estimated value of between £21,809.84 for bulk, and £47,722.49 for highest street value were seized. It's great to see the impact of our work in terms of seizures but we are also conscious that a huge part of our commitment in keeping Orkney safe comes from our education work to deter members of the community from getting involved with drugs and publicising the support available to people who have been caught up in substance abuse. From feedback, we know that the presence of our dogs at events and certain premises provides a deterrent factor in terms of drugs possession.

**Education:**

Our education programme has continually been developed by Sarah and Kev over this period to provide improvement of the service to the public. During this reporting year we have linked with OADP and have joined the Orkney Youth Forum. We are also in contact with KGS Guidance teachers and representatives from the OIC Education Department with a view to creating a progression pathway for Drugs and Alcohol Education in Orkney. Our partnership working with OADP and KGS has allowed us to provide tailored input which addresses the needs of our young people in the community. We received feedback from KGS pupils and staff which allows us to continue and tweak the input provided this year for next session.

Our main aim continues to be teaching the dangers of using illicit substances. The education work also includes information on harm reduction and signposting to agencies that can offer support to those affected by substance use. We will further develop how we signpost to the support available locally after gathering feedback from service users this year. In particular, young people next session will receive 'business cards' with information including contact numbers and support sessions they can attend in person.

In the reporting period the handler, Kev assisted by Sarah, undertook 23 educational visits and events with approximately 832 attendees in total. Feedback from schools and community groups continues to be positive with schools continuing to request return visits to the schools to ensure that all pupils have the opportunity to hear the educational presentation.

**Fundraising:**

We are always grateful for the support we receive from the public, with engagement and donations. On top of this we still need to undertake our own fundraisers to keep money coming in. We had a successful event in KGS for the Wedding and Special Events Showcase in February which was a great success and down to the organisation and passion of Moira Kelday. Another major push was with our fundraiser for a new drugs dog, in partnership with Karen Allan. We started a Just Giving page for this specific cause and Karen pledged £50 from every property settlement to the pot. The fundraiser also gave us the opportunity to do some more publicity and raise our profile, with information videos being posted as the total increased.

We made a major investment in February of this year in the purchase of a new van. This will alleviate the issue of large repair bills coming in as the other van aged and naturally declined. The new van has provided ease of use for Kev, the handler, with better systems in place. It will be kitted out soon with some luxury accommodation for our dogs which will allow them to

be comfortable and maximise their productivity. This work will commence very soon, and we are excited to see the results, as are Zoe and Keegan.

### **Partnership Working:**

A huge highlight for the charity this year has been the strengthened links between O.D.D. and our Shetland equivalent 'Shetland Dogs Against Drugs.' We've always been in touch with Shetland but this year we visited the Board of Trustees and the Handlers to see how they work and have discussions on how we can support each other. Strong links have been forged now with both charities sharing examples of good practise in terms of paperwork, policies and groundwork. The Shetland handlers have been in Orkney to provide support to us. We've received a lot of training and support from Michael Coutts (Manager/Handler/Trainer) in Shetland for which we are extremely grateful of.

We had a visit from Liam McArthur (MSP for Orkney) and Beatrice Wishart (MSP for Shetland) whilst they were here. We had a great conversation with them about what we are doing and how we aim to develop further. Both MSPs are passionate about keeping the community safe and were keen to know how we provide Education as well as our active patrols and support of Police Scotland with search warrants. Liam was particularly keen to support us with gauging interest for corporate work where we could potentially work closely with local businesses to develop their Alcohol and Drugs policies. It's great to have their support and it was a good opportunity to raise awareness of our work.

### **The Future of Orkney Drugs Dog:**

As mentioned, we are taking steps to purchase a new dog. This is part of our contingency plan as Zoe nears retirement. Zoe has been operational for 6 years past in May and has been an integral part of the team; the original Orkney Drugs Dog and the poster girl. She had surgery on her leg in February and has been slowing down this year; she was licensed for people scanning only after her surgery. Keegan is still full of beans but ideally, it's good to have two fully operational dogs, and therefore Zoe will continue light duties and public appearances when her diary allows!

# Orkney Drugs Dog

Scottish Charitable Incorporated Organisation Reg No SCO47543



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## Orkney Drugs Dog Board of Trustees

**Title: Election / Re-election of Trustees**

**Purpose: For Approval**

**Report Number: AGM2425-04**

**Author: Lauren Johnstone, Secretary**

1.	<b>Introduction:</b>
	<p>In accordance with the constitution of the Orkney Drugs Dog Charity, charity trustees who have concluded a 2 year period must stand down but then may be re-elected should they wish to serve.</p> <p>Members eligible for re-election at this AGM are:</p> <ul style="list-style-type: none"><li>• Moira Kelday</li><li>• Lauren Johnstone</li><li>• Eileen Swanney</li><li>• Andrew Stewart</li></ul>
2.	<b>Background:</b>
	<p>As detailed within the Orkney Drugs Dog Constitution:</p> <p><b><u>Election, retiral, re-election</u></b></p> <p><b>59</b> <i>At each AGM, the members may elect any member (unless he/she is debarred from membership under clause 57) to be a charity trustee, for a period of 2 (two) years. At the end of that 2 (two) year period the trustee will stand down, but then may be re-elected under this clause if they wish to serve. For the purposes of sustainability, a minimum of two of the original, founding trustees should serve for a further term, decided by a method chosen by the Board at the time.</i></p> <p><b>60A</b> <i>A member which is a corporate body may (subject to clause 60B) nominate any individual for election/appointment to the board; he/she will then be deemed to be a member of the organisation for the purposes of clauses 59 and 60</i></p> <p><b>60B</b> <i>No more than one individual nominated under clause 60A by each corporate member may serve as a charity trustee at any given time.</i></p> <p><i>The board may at any time appoint any member (unless he/she is debarred from membership under clause 577) to be a charity trustee.</i></p>

*At each AGM, the charity trustees elected/appointed under clauses 59 and 60 (and, in the case of the first AGM, those deemed to have been appointed under clause 58) shall retire from office – but shall then be eligible for re-election under clause 59.*

*A charity trustee retiring after their 2 (two) year term at an AGM will be deemed to have been re-elected unless: -*

*he/she advises the board prior to the conclusion of the AGM that he/she does not wish to be re-appointed as a charity trustee; or*

*an election process was held at the AGM and he/she was not among those elected/re-elected through that process; or*

*a resolution for the re-election of that charity trustee was put to the AGM and was not carried.*

**3. Recommendation**

It is recommended that all of the following members are re-elected to serve the Board of the Orkney Drugs Dog for a further 2-year period:

- Moira Kelday
- Lauren Johnstone
- Eileen Swanney
- Andrew Stewart