

**Minutes of the Nuclear Emergency Planning Liaison Group Meeting at DTI,  
London  
31 January 2007**

**Attendees:**

Mr J Foggo	DTI	Ms S Pradhan	CO-CCS
Ms L Robson	DTI	Mr D Pryke	CO-CCS
Mr A Wooldridge	DTI	Dr A Roach	URENCO
Mrs D Ferrier	DTI	Mr I Chell	DH
Mr B Dillon	ACPO	Mr D Vince	DFT
Mr B Ronnie	SE	Mr P Fenn	BNG
Mr B Powell	HSE/HMNII	Ms C Attwood	EA
Mr M Bassett	HSE/HMNII	Mr T Crompton	GDS
Mr J Skegg	BE	Ms J Dawber	GONW
Mr N Shrimpton	DEFRA	Dr K Pearce	BNG
Mr T Kelly	UKAEA	Mr M Slater	BNG
Mr N Rowe	LGA	Mr J Harvey	FSA
Mr G Forrester	Met Office	Mr S Cameron	MOD
Mr D Williamson	CFOA	Sup C Griffiths	ACPO(S)
Mr B Lyons	SEPA		

**Observers:**

Ms H Rochford	HPA-RPD
Mr T Cabianna	HPA-RPD
Ms P Dodd	BNG

**Apologies:**

Mr A Moore	Ambulance Service Association
Mr J Reynolds	OCNS
Mr A Rae	NDA
Mr B Cripwell	Rolls Royce
Ms L Prosser	HPA

**Agenda Item 1. Minutes of the Last Meeting 4th July 2006**

1. Brian Dillon would like the word 'solely' inserted before training exercises in the first line of item 9.

There were no further amendments to the minutes of the last meeting and they were approved by NEPLG. They will now be published on the DTI website.

## **Actions Arising**

- The points on actions arising from the last meeting were:
  1. DTI to add to the Action Tracking Paper the recommendations from Paper NEPLG (LL) 06 (LLSG Review of Level 2 & 3 Exercises 2005/06).

Action completed. The recommendations are now included.
  2. Cabinet Office to look into GNN issues in relation to recommendations 4 and 5 of Paper NEPLG (LL) 06 (LLSG Review of Level 2 & 3 Exercises 2005/06) and also regarding attendance at Media Sub-group.

Ongoing.
  3. Cabinet Office to follow up, with Department for Communities and Local Government (DCLG), Action 6.2 of the Action Tracking Paper.

Action closed. Cabinet Office have been remitted to deal with this directly.
  4. Scottish Executive and NII to produce a civil nuclear options paper on planning guidance to submit to NEPLG.

To be discussed under agenda item 2.
  5. Scottish Executive to produce a paper on where NEPLG sits within the wider civil nuclear community.

To be discussed under agenda item 2.
  6. NII to put the proposal of using the term 'Off-site Nuclear Emergency' to NEAF.

This action is now closed. Operators are now mandated to use the term 'Off-site Nuclear Emergency' following updates to their procedures.
  7. DTI to circulate the minutes of the Training Sub Group.

Completed. They were circulated with the minutes of the last NEPLG meeting.
  8. Comments on the Roles and Responsibilities of GDS should be sent to DTI by the end of August.

Ongoing. All agencies should keep their entry in Chapter 4 up to date, and send any revisions to DTI.
  9. DTI to update the contents page of the on-line guidance to show when each chapter was updated and inform NEPLG of website updates.

Completed.

10. DTI to circulate any significant recommendations from the Review of security of communications.

Ongoing. NEPLG to inform members when the information is placed on the website.

11. DTI to update the Horizon Scanning Paper.

Completed. The Horizon Scanning Paper was circulated following the last NEPLG and PRSG meetings.

12. Members to self nominate for inclusion in PRSG and other sub-groups.

Ongoing.

## **Agenda Item 2. Sub-Groups**

### **a) Process Review Sub-Group**

DTI reported:

At the December meeting of PRSG the revised role of the group was discussed. It was envisaged that PRSG will now exist in order to track progress from other sub groups and report initially to NEPLG:

- PRSG should be a group to drive projects forward and follow up on actions.
- The focus should be on project plans and outcomes.
- The group would also be responsible for the project management and roles of other sub-groups.
- To possibly develop a strategy for business planning and continuity planning.
- To decide on the issues that other sub groups should be focusing on.

Revised terms of reference for the group are to be prepared.

Common terminology was discussed and it was agreed that standardised terminology is to be used in line with CCA.

With regards to the MANERS course, revisions have been made to the course content and the dates are: 9-10 May in Scotland and 14-16 November for England at EPC.

**Action: Further discussions on MANERS will take place at the next meeting of the Training Sub-Group.**

**Action: DTI to send Training Sub-Group minutes to Bill Lyons.**

**b) Lessons Learned Sub-Group**

HSE reported:

The group reviewed the recommendations in the Lessons Learned Report, a summary of which is attached to the Action Tracking Paper as Annex 1.

Comments on exercises Oscar 8, Bronco and Acer have now been added.

6 actions have been cleared which will now be archived.

The action regarding the decisions log has now been closed, however Cabinet Office remarked that this issue may require further consideration outside of NEPLG and referred to the response to the Buncefield fire where, on occasion, procedures for managing requests to emergency control centres were short circuited as responders were often contacted directly on their mobile phones.

**Action Tracking Paper**

The following point was raised on this paper:

Page 2. Action 1.02 – The Hinkley Point A exercise should be 28 Feb 2007 not 28 March.

**c) Media Sub-Group**

DTI reported:

The generic media plan for dealing with a nuclear emergency is in the final draft stage. It has been formally handed to ACPO for approval. The finalised plan will be placed on the ACPO website.

The intention is to test the plan at the 11 July level 2 exercise.

The plan will become Chapter 14 of the Consolidated Guidance.

This is not proposed to be a mandatory document, rather a model to be followed by MBC's in conjunction with existing media arrangements.

Nick Rowe agreed to champion the document to LGA.

**Action: DTI to circulate media plan to NEPLG.**

**d) NEPLG Remit Sub-Group**

Scottish Executive reported that the Remit Sub Group has been examining the following workstreams:

- Terrorist/civil workstream

Participating in a Home Office exercise based in Scotland to explore the issues and arrangements in place for a terrorist and civil nuclear response and to provide recommendations which may help develop and formalise the current arrangements.

- MOD/Civil workstream

Considering and establishing the scope for formalising MOD/Civil nuclear arrangements. In particular, whether combined civil nuclear and MOD guidance should be developed.

- Remit workstream

Considering the benefits and opportunities of extending the remit of NEPLG to other key utilities.

Scottish Executive reported that the sub-group had met on 17 January 2007. The key item on the agenda was a review of the key issues paper. The group examined its work to date and put forward proposals on the matters that could be progressed. Work generated from work plans could be significant and it was agreed that certain issues should be addressed as a matter of priority. On the terrorism workstream it was agreed that:

NEPLG should write to Cabinet Office on the issues that arose from exercise Cutty Sark, and that these should be progressed as part of the National Capability workstream.

**Action: SE, ACPO and NII to draft and issue letter to Cabinet Office.**

It was agreed in principle that NEPLG guidance should scope both civil and MOD arrangements.

**Action: MOD to consider and agree the process for integration of MOD guidance.**

On the Remit workstream, Scottish Executive confirmed that the sub-group had produced a paper setting out where NEPLG sits with the wider nuclear emergency planning community.

**Action: SE to circulate a paper on where NEPLG sits within the wider civil nuclear community.**

The sub-group also recommended that greater linkage be made between NEPLG and the Chemical and Pipelines Emergency Liaison Group (CAPELG).

**Action: DTI to discuss NEPLG/CAPELG linkages with HSE.**

Scottish Executive confirmed that work of the sub-group was now complete.

### **Agenda Item 3. Horizon Scanning Paper**

#### **Horizon Scanning Paper**

One new item – Number 7, Carriage of Dangerous Goods Act– has been added to the paper. DfT made the following points:

- The public information provisions are a requirement of Council Directive 96/29/EURATOM which we are required to implement in UK law.
- These requirements already exist in the Radioactive Materials (Road Transport) Regulations 2002, as amended 2003, for movements of radioactive materials by road.
- CDG 2007 will clarify the requirements for rail transport.
- Although no member of the public is likely to be affected by a radiological emergency arising from the transport of radioactive material in accordance with the transport regulations, in the light of the "Cookridge" incident and subsequent prosecution, it is now considered appropriate to advise the public of the risks associated with the transport of radioactive materials.
- To avoid compromising the security of certain shipments that advice should not relate to specific movements or programmes of movements.
- It is intended that the advice shall be distributed through the DfT website and by the DfT to all the GB Regional Resilience forums.
- The DfT may require support from consignors in formulating that advice.

Cabinet Office informed the group that information on exercises Winter Willow 1 and 2 (Flu) are on their and Department of Health's websites.

Despite the IAEA Standards Sub-Group having been disbanded, significant recommendations still exist, the implications of which require consideration by NEPLG. It is still important to decide who should lead on the national coordinating group. CFOA have been asked to co-ordinate a response to a DEFRA questionnaire

regarding UK Orphan Sources Incident Response Plan. This could link to the national coordinating group.

The following issues were raised:

IRR99 - DH have enquired with HSE about the dose limits in IRR99 to help clarify interventional situations for the emergency services

No items are due to be removed from the paper.

**Action: Danny Vince to let DTI have something on the Carriage of Dangerous Goods Act to circulate to NEPLG.**

**Action: DTI to update the Horizon Scanning paper and circulate to NEPLG.**

**Action: DTI to contact DEFRA to establish what work is being done on the national coordinating group.**

#### **Agenda Item 4. Updates to Consolidated Guidance**

It has been decided that updates to the guidance should now fall more closely in line with the CCA. A draft timetable for updating the guidance has been drawn up by the DTI. Other departments and agencies were reminded that they have responsibility to ensure relevant elements of the guidance are reviewed and updated.

The group suggested that Chapter 7 (Off-Site Facilities) needs to be revised sooner rather than later, given that facilities are often being referred to as inadequate even though they meet guideline requirements. The Chairman invited Brian Dillon of ACPO to chair a sub-group to look at updating SCC's and Chapter 7.

Terry Kelly volunteered to update Chapters 5 and 6.

**Action: Depts/agencies to contribute updates as required. Written comments on chapters 1 and 2 should be sent to Andrew Wooldridge at DTI by 14 February.**

**Action: DTI to establish a Sub-Group to update the LEC User Guide.**

**Action: Brian Dillon to advise DTI whether he is content to Chair the above Sub-Group.**

**Action: Members to self nominate to DTI for inclusion in the Sub-Group by 28 February.**

**Action: Terry Kelly to be responsible for updates to Chapters 5 and 6.**

#### **Agenda Item 5. New developments and issues.**

DH Emergency Guidance and the new Ambulance Radiation Strategy Team

The Department of Health announced that they had recently formed a radiation strategy group made up of DH, HPA, HSE and Ambulance Service Association staff. This mix is necessary to ensure policies can be better implemented and adopted by the Ambulance Trusts.

Major ongoing issues are:

The attendance of crew to a casualty on a nuclear site with no accident/incident occurring. There will be three categories to distinguish if a casualty is contaminated or not but these need to be agreed with nuclear industry. HSE is currently taking the matter back to Nuclear Industry.

Hotzone working. DH explained the proposed new policy which has not yet been finalised. This was only a verbal report to give a flavour that matters were moving in the right direction.

DH also explained that the guidance to the NHS for radiation emergencies had been re-drafted and would hopefully be available for wider consultation soon. However, the good news was that a number of major policy hurdles have been overcome and issues such as crowd control with decontamination and the role of medical physics staff are now well defined. SE confirmed that a policy paper setting out the Scottish position would be fed back into NEPLG and MOD.

#### EA Recovery Paper

EA tabled a paper for consideration by NEPLG proposing a UK Nuclear Recovery Planning Group to consider sharing and driving improvements in planning for the recovery phase following a civil or military nuclear accident.

The paper proposed to reconvene the NEPLG Recovery Sub-Group to:

- explore the 'added value' the proposed group will deliver to NEPLG and the wider nuclear emergency planning community
- clarify the scope and role of the new group
- set out what the group will do and how
- consider how the group will work effectively with relevant specialist committees and projects
- be clear about the benefits for contributing organisations.

The group will focus on improving recovery planning and response for nuclear emergencies, however, experience from other emergencies may be taken into account in developing the framework.

**Action: Members to self nominate to DTI for inclusion in the Sub-Group by 28 February.**

**Action: Comments on the paper to be communicated to EA.**

**Action: EA to report back to NEPLG by end April.**

## **Agenda Item 6. Any Other Business**

i) DTI suggested trialling video/teleconferencing between DTI and exercise planning meetings for staff from organisations based in London required to attend planning meetings, in particular for those held a long distance from London.

ii) Bobby Ronnie informed the group of a proposal to form a Scottish Nuclear Emergency Group. The purpose of the group would be to allow those with an interest in nuclear to discuss issues specific to Scotland.

The group would meet twice a year and would feed back to NEPLG.

Terms of Reference and membership have yet to be agreed. The first meeting is due to take place in April.

iii) The FSA brought to attention a recent draft paper on Specialist Scientific Advice in the SCC where the term HAT/HAG was replaced by STAC (Scientific and Technical Advice Cell).

**Action: DTI to circulate paper to NEPLG.**

iv) Brian Dillon chaired the National Conference of LEC Managers in October 2006. He agreed to forward the minutes for circulation to NEPLG.

**Action: DTI to circulate minutes to NEPLG.**

v) John Skegg raised the issue of the disposal and restocking of KI tablets that are approaching their expiry date. Ian Chell agreed to find out this information from colleagues in DH.

**Action: DH to update NEPLG on procedures.**

vi) NII are drafting a paper on proposed arrangements for sites that no longer fall under Reppir. HSE have undertaken an internal review.

**Action: A draft paper to be prepared for PRSG.**

It was announced that Rob Wharton (NII) would be leaving NEPLG before the summer meeting. NEPLG are extremely grateful for his contributions and wish him all the best.

## **Agenda Item 7. Date of Next Meeting**

The date of the next meeting has been confirmed for Thursday 12 July in Edinburgh. ACPO(S) to come back with a location in due course.

Dawn Ferrier  
Department of Trade and Industry  
Nuclear Consultations and Liabilities Unit  
2 April 2007