

**MINUTES OF THE NEPLG PROCESS REVIEW SUB-GROUP MEETING OF 17<sup>th</sup>  
MAY 2007 AT DTI, 1 VICTORIA STREET, LONDON.**

**Attendees:**

Louise Robson	DTI	Peter Fenn	British Nuclear Group
Dawn Ferrier	DTI	Keith Pearce	British Nuclear Group
Andrew Wooldridge	DTI	Lesley Prosser	HPA
Bob Powell	HSE	Terry Kelly	UKAEA
Rob Wharton	HSE	Julie Dawber	GO
John Skegg	British Energy	Nick Rowe	LGA
Des Williamson	CACFOA	Bill Lyons	SEPA
Ian Dickinson	ACPO(S)	Carol Attwood	EA

**Apologies:**

Bobby Ronnie      Scottish Executive

**Agenda Item 1. Minutes of the last meeting – 7<sup>th</sup> December 2006.**

**Agenda Item 3 – Emergency Response Arrangements during a flu pandemic.**

1. The nuclear industry require clarification on what plans are in place in the event of power being shut off during a flu pandemic. Areas where resilience could be improved need to be identified should the situation arise.

The key to a pandemic response is that all organisations ensure they have adequate business continuity arrangements in place. Any agency which feels it can't respond should make it known.

Des Williamson commented that the Fire & Rescue Services would endeavour to redirect available resources to emergency response during a flu pandemic, and would strive, as far as possible, to respond to 999 emergency calls in the usual way to a nuclear emergency.

**Action: A meeting will take place to discuss this issue including reps from DTI, HSE, ACPO, SE, Fire Service, Site Operators and Cabinet Office.**

**Agenda Item 6 – Common Terminology.**

The key point was the terminology used in the Consolidated Guidance was to be brought into line with that of the CCA.

The rest of the minutes were agreed.

**Actions Arising**

2. The following actions arising from the last meeting have been completed.

**Action: DTI to update the Horizon Scanning paper and distribute to the group for comments.**

**Action: DTI to update the Action Tracking Paper and circulate to members.**

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

### Lessons Learned Sub Group

The Lessons Learned Subgroup of NEPLG met on 17 May at DTI Offices London. The main item of business was to review the Draft Lessons Learned Report for 2006/07 which had been prepared by HSE/NII. Following a useful discussion a number of revisions were agreed to the report which will now be submitted to the main NEPLG meeting in July. The main recommendations were a need to carry out a review of central government alerting procedures, to improve prepared press releases that would better address the issues raised by differences between food and human countermeasure distances, to coordinate the emergency services issues re national policy on police exposure levels and handling by the ambulance service of contaminated casualties.

The meeting also looked at progress with close out of actions raised against previous lessons learned, whilst this has, in the past, been limited to discussions at the winter meeting, it was felt that it would be better in future if progress on actions were reviewed at both meetings. Also it was felt that were the group felt that we had taken an action as far as we could then it should be closed with full reasons given. Finally it was agreed that an accessible archive of closed actions needs to be maintained that can be easily accessed by the group needs to be put in place using wherever possible existing systems. DTI accepted an action to take this forward.

### Media Sub Group

The revised Media Plan is still with ACPO. It will now become Chapter 14 of the Consolidated Guidance. The sub group has therefore finished its work and a new sub group will now convene to concentrate on ad-hoc issues including the tackling of action tracking issues.

**Action: Members to self nominate for inclusion in the sub-group.**

### Remit Sub Group

A letter was sent to Cabinet Office from the Remit Sub Group in March but as yet there has been no reply.

**Action: Bobby Ronnie to circulate the letter.**

**Action: DTI to chase acknowledgment from Cabinet Office.**

### Training Sub Group

The revised MANERS course took place on 9 and 10 May. There is still no significant change between this course and the old course. The course is still not being adequately advertised and is not attracting the people it is aimed at, i.e. emergency responders rather than planners.

A training needs analysis might be beneficial at this stage.

**Action: This will be looked at further at the next meeting of the Training Sub Group.**

#### Recovery Sub Group

Carol Attwood presented a draft paper following the first meeting of the recovery sub group.

The paper is specifically to cover nuclear, however advice is taken from all sectors. The work of the group could possibly feed into the Consolidated Guidance as and when necessary. The possibility of a recovery exercises programme was discussed, with each exercise focussing on a different aspect of the recovery process.

Kathy Settle of GONW chairs the National Recovery Working Group and it was noted that a link should be established between the groups.

**Action: Members to feedback any comments to Carol.**

#### LEC/SCC User Group

The first meeting of this group took place last month.

**Action: Brian Dillon to circulate a draft paper to members.**

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

3. The Horizon Scanning Paper was discussed in the meeting. Updates and items to be removed were agreed.

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

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

4. A timetable was circulated and progress is being made as follows:

Chapters 1 and 2 – with MOD for comment

Chapter 3 – ready for circulation to PRSG

Chapter 4 – to be completed after NEPLG

Chapter 15 – this issue is currently with HSE and HPA

Chapter 14 – the ACPO media plan will become chapter 14 and placed on the website shortly.

### **Agenda Item 5. New Issues**

#### Science and Technical Advice Cell

On 13 April a guidance note was sent out detailing revised information on STAC advice to Gold command in the SCC. The STAC replaces the role previously undertaken by the Health Advisory Team (HAT). NEPLG have not been properly consulted on information contained in the document.

This issue should feed into chapter 11 of the Consolidated Guidance.

**Action: HSE and HPA to address this issue.**

**Action: DTI to arrange for a Cabinet Office representative to speak about this at NEPLG.**

#### Radiation monitoring co-ordination

Lesley Prosser noted concerns had been raised following the HPA response to the polonium event by HSE regarding the health and safety of responders and HPA's responsibilities with regards to organisations offering support under the Agency's monitoring co-ordination role. Any requirement to make HPA responsible for the health and safety of individuals responding as part of the co-coordinated monitoring effort could lead to HPA being required to withdraw from this role.

#### Core Competencies Questionnaire

The Emergency Planning Society along with the Cabinet Office and Emergency Planning College have issued a core competencies questionnaire. The intention is to establish a set of competencies for Emergency Planners. The long term aim is to establish the Emergency Planning Society as a chartered institute and for the role of emergency planners to become chartered. It is expected that this process of establishing chartered emergency planners will start in 2010 / 11.

#### Scottish Civil Nuclear Emergencies Group

The next meeting is due to take place on 8 June. Any issues for the agenda should be sent to Bobby Ronnie.

#### Level 3 programme

HSE referred to the fact that there are several non operating sites doing level 3 exercises. Sizewell B has not hosted a level 3 for some time, hence a proposal will be put to NEAF to change the level 3 from Capenhurst to Sizewell B.

**Action: Bob Powell to propose revisions to the exercise programme to NEAF in June and feedback to NEPLG in July.**

Nuclear Insurance Claims

Nuclear Risk Insurance. The DTI is looking to set up a claims handling process that can be activated at short notice in the event of claims being made following a nuclear emergency. The next meeting is due to take place in August.

**Agenda Item 6. AOB**

British Energy advised that use of the term 'site incident' has now been harmonised between England and Scotland.

**Action: John Skegg to inform NEPLG of procedures.**

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

The dates of future meetings would be as follows:

NEPLG – 12 July 2007, Edinburgh.

PRSG – TBA (Possibly 22 or 29 November)

Dawn Ferrier  
DTI  
NCLU  
19 June 2007