

**MINUTES OF THE NEPLG PROCESS REVIEW SUB-GROUP MEETING OF 22nd  
NOVEMBER 2007 AT BERR, 1 VICTORIA STREET, LONDON.**

**Attendees:**

Louise Robson	BERR	Bobby Ronnie	Scottish Executive
Dawn Ferrier	BERR	Keith Pearce	Magnox
Lesley Prosser	HPA	Fiona Taylor	ACPO(S)
Bob Powell	HSE	Terry Kelly	UKAEA
Julie Dawber	GO	Bill Lyons	SEPA
John Skegg	British Energy	David Humphreys	LGA

**Apologies:**

Des Williamson	CFOA
Peter Fenn	Magnox

**Agenda Item 1. Minutes of the last meeting – 17th May 2007.**

HSE/BERR to put a letter to Cabinet Office regarding the 3 year exercise plan. This issue should be put on the agenda for the next Redditch meeting in July.

The previous minutes were agreed by the group.

**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.**

**Action: A meeting took place to discuss the Flu Pandemic issue.**

**Action: Members to self nominate for the Ad Hoc Media Sub Group**

**Action: BERR to chase Cabinet Office for a response to Bobby Ronnie's letter.**

**Action: Training Sub Group to look at issues surrounding the MANERS course.**

**Action: BERR to arrange for a Cabinet Office representative to speak about STAC at NEPLG in July.**

**Action: Bob Powell to propose revisions to the exercise programme to NEAF in June.**

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

### **Lessons Learned Sub Group**

The Lessons Learned Subgroup of NEPLG met on 22nd November at BERR in London.

The Action Tracking Paper was discussed. Revisions and updates were put forward by members. It was agreed that all 8 actions relating to the STAC would be combined under a separate STAC heading and would be updated following further discussions on the STAC issue.

Andy Curran from HSE did a presentation to the group on the Buncefield Inquiry.

A discussion took place on learning from real events, following work carried out for Terry Kelly, John Skegg and Keith Pearce. The Group agreed that this was a valuable addition to NEPLG's work and agreed that a paper should be brought to PRSG on how we might take it forward.

### **Media Sub Group**

The first meeting of the group took place in November, Terms of Reference were agreed and the group discussed various actions. Julie Bennett, BE, will update NEPLG in January.

### **Remit Sub Group**

Cabinet Office (TIDO Prepare) are now dealing with Bobby Ronnie's letter of March 2007 regarding exercise Cutty Sark.

They are considering the possibility of making the October 2008 OSCAR exercise at Sellafield CT driven.

### **Training Sub Group**

The Training Sub Group met on 28 September. The MANERS course content is now about right, however it is still failing to address senior staff training needs. A training masterclass is now being developed for senior managers. It is anticipated that it will take place locally and last for no longer than 6 hours. A pilot is scheduled to take place in June 2008. A new guidance chapter is to be implemented on training.

The next meeting is due to take place in March 2008.

### **Recovery Sub Group**

The group met on 20 September 2007 and allocated work streams, reviewed the strategy and the work plan. The next meeting will be in January 2008 if group members decide that would be helpful.

### **LEC/SCC User Group**

No further work has been done on this group and BERR agreed to try to follow up on it.

#### Ad Hoc Flu Pandemic Planning Sub Group

The 2<sup>nd</sup> meeting took place on 21 November. Revised guida has been released to the UK resilience website on 22 November. Bobby Ronnie pointed out the link to E3c. It was agreed that 2 members of the group should sit on E3c Flu Sub Group and Bobby agreed to follow up on this..

The group will meet again after the next E3c sub group meeting.

#### Nuclear Claims Response Plan Sub Group

A meeting took place on 20 November. The NRI are going to take forward setting up the claims recording system, in conjunction with the sub group 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: Bill Lyons to update on flood warning system.**

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

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

4. After consideration of the layout of Chapter 4, it was agreed that it should remain in its current format and that each sub chapter should revert to the agreed layout of Legal Position, Contingency Planning and Response.

#### **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).

A paper summarising how Scientific and technical advice is currently provided for nuclear incidents was discussed. Whilst it was considered to reflect the nuclear position to date, there is a need to clarify the suggested way forward with Cabinet Office.

**Action: Bob Powell and Louise Robson to meet with Alex Passa of the Cabinet Office on 11 December to agree a way forward.**

## Buncefield Report

Bob Powell is working on a summary of NEPLG's response to the 32 recommendations in the Buncefield Report.

**Action: Bob Powell to issue final document to the group in December.**

## Withdrawal of Emergency Countermeasures

A workshop run by HPA will take place in January 2008. Details to be circulated to NEPLG.

HPA have developed a template to be used when requesting assistance from other organisations for the purpose of monitoring co-ordination. This was sent to PRSG members in July 2007. At the meeting the template was endorsed with a recommendation that it go to the full membership of NEPLG for approval.

## Agenda Item 6. Date of Next Meeting.

The dates of future meetings would be as follows:

NEPLG – 31 January 2008, BERR, London

PRSG – 22 May 2008, BERR, London

Dawn Ferrier  
DTI  
NCLU  
12 December 2007