

National Stakeholder Group 9: 18th & 19th November 2009

DRAFT AGENDA

The objective of the NSG is:

- to influence the development of NDA Strategy II
- to increase knowledge and understanding among stakeholders about the NDA and its work
- to build and maintain mutual trust and respect between NDA and stakeholders
- to enable NDA and stakeholders to hear the views of others
- to give stakeholders the opportunity to challenge and question the NDA
- to be a comfortable environment in which stakeholders can easily participate

Time	Title	Explanation
Wednesday 18th November		
10:00	Registration & Refreshments	
11:00	NSG Starts CEO Opening Remarks Presentation on NDA Business Plan and Funding Q&A with the NDA Executive	This session will include: Mike King (Lead Facilitator) who will open the meeting; some opening remarks from Tony Fountain (NDA CEO); a Q&A session with the NDA Executive Team; a presentation by Richard Waite (NDA Executive Director) which will cover the NDA's "Business Plan and Funding". This entire session will take place in plenary.
13:00	Lunch & Refreshments	
14:00	Geological Disposal Facility Site Stakeholder Group (SSG) Chairs' Forum Update	As requested by NSG participants, Alun Ellis (Repository Project Director) will give an update and take questions on the GDF project (see Briefing Paper NSG85). This will be followed by a short report from the SSG Chairs' Forum meeting that will have taken place on the afternoon of 17 th November.

Time	Title	Explanation
14:30	<p>Two sessions:</p> <p>Session 1 – Health Safety and Environmental Performance</p> <p>Session 2 – Update on Waste Issues</p>	<p>Participants will be divided equally between the two sessions which will both run for around one hour and then there will be a thirty minute refreshment break before participants swap over and the sessions are repeated. This means that all participants will attend both sessions and ensures that people have the opportunity to move around and not be in plenary for the whole day.</p> <p>Session 1 – Health, Safety and Environmental Performance (see Briefing Paper NSG87). Janet Wilson (Head of Security, Safeguards and Non-Proliferation) will lead a round table discussion to seek stakeholder input on how we might demonstrate that the NDA is truly making a difference in its mission to decommission and clean up its sites.</p> <p>Session 2 – Update on Waste Issues (see Briefing Papers NSG86 and NSG90). Phil Davies (Head of Waste and Nuclear Materials) will introduce the work taking place on developing a national integrated waste strategy. Then Mike Calloway (Head of Lower Activity Waste Management) and Matthew Clark (LLW Technical Support) will update participants on progress with the LLW Strategy Consultation.</p>
15:45	Refreshment Break	
16:15	<p>Session 3 – Health Safety and Environmental Performance</p> <p>Session 4 – Update on Waste Issues</p>	As outlined above, participants will swap over and the sessions will be repeated.
17:30	Close of Day One	
19:00	Pre Dinner Drinks & Evening Dinner	This will be a sit-down hot buffet. There will be no formal seating plan for participants, other than the NDA representatives who will be spread around the room. The dinner will include an address from Stephen Henwood (NDA Chairman).

Time	Title	Explanation
Thursday 19th November		
08:30	Refreshments	
08:45	Day Two Starts	Mike King (Lead Facilitator) will recap and run through the agenda for Day Two.
09:20	Breakout Session 1	<p>During the course of Day One, participants will be asked to sign up for two out of four breakout options that are described below. They will attend their first choice during this slot and their second during Breakout Session 2 later this morning. The options are:</p> <p>Site End States (see Briefing Paper NSG89) – Anna Clark (Land Quality Manager) will run a session that <u>seeks stakeholder views</u> on situations that might trigger a review of a site end state.</p> <p>Transport and Logistics (see Briefing Paper NSG92) – Steve Dutton (Head of Strategy for International Nuclear Services Ltd) will run a session that <u>seeks to update stakeholders</u> and gain views on the work to develop a set of transport and logistic principles.</p> <p>Asset Management (see Briefing Paper NSG91) – Martin Grey (Asset Manager) will run a session that <u>seeks to explain</u> what “asset management” means and how the NDA is proposing to take this work forward.</p> <p>Research and Development (see Briefing Paper NSG94) - Melanie Brownridge (Head of Research and Development) will present an overview of the NDA’s R&D portfolio and <u>seek stakeholder views</u> on the proposed way forward on NDA R&D strategy.</p>

Time	Title	Explanation
10:20	Structured networking and refreshments	<p>This session is informal in nature and is designed to enable participants to catch up on a variety of topics through a number of “drop-in” sessions with NDA representatives, and/or simply network with each other. Discussions will be arranged in a sort of market stall structure with participants encouraged to manage their own time and visit any or all “stalls” that are of interest. Drop-in sessions identified to date are as follows:</p> <p>NDA Remit – an issue that arose at the last NSG.</p> <p>SMS/ Strategy II/NSG10 – an opportunity to hear about the production schedule for the NDA Strategic Plan and to input to the design of the next NSG.</p> <p>Corporate Planning – an explanation of how this works in the NDA.</p> <p>GDF – a further opportunity to find out more on the GDF project.</p> <p>Beyond NSG11 – first opportunity to input views on how the NDA might engage at the national level after NSG11 in September 2010.</p> <p>NDA Executive – a further opportunity for NSG participants to discuss matters of interest with members of the NDA Executive.</p> <p>Decommissioning & Clean-Up – an opportunity to hear how things are progressing with the development of this important topic strategy.</p>
11:20	Breakout Session 2	See above information in relation to Breakout Session 1.
12:20	Final Plenary	All participants come back together for a final plenary session which will include time to complete evaluation sheets on the event, a final Q&A session with the NDA Executive and some closing remarks from Tony Fountain (NDA CEO).
13:00	Lunch	