

Minutes of the NKS coordination meeting at DTU Risø Campus and CPH 8-9 May 2014

Participants:

Sigurður M Magnússon (SMM – participated in the 9 May meeting), Karin Andgren (KA), Kasper G Andersson (KGA), Finn Physant (FP).
 PC = programme managers (KA, KGA). SEK = secretariat (FP).

Program:

(day 1)	DTU Risø Campus	ca. 10:00-13:00	Coordination meeting (incl. lunch)
-	-	13:00 – ca. 17:30	Website course and coordination meeting
-	Restaurant, Roskilde	19:00	Working dinner
(day 2)	CPH, lobby at Hilton	09:00 – ca. 12:00	Coordination meeting

Agenda:

Minutes:

1	Approval of the agenda. Secretary for this meeting. Going through the minutes of the meeting 24-25 November 2013.	The agenda was approved. FP was appointed secretary. The minutes of the November meeting were approved.
2	Board meeting 13-14 January 2014 – follow-up.	The PC-R contract still hasn't been signed. It is expected that the contract between Vattenfall and NKS covering the work of KA for one year (2014) will be signed in near future. SSM will explain this contractual situation at the next board meeting. Actions A-G from the minutes of the January board meeting will all be handled in these coordination meeting minutes.
3	Accounts, annual report and auditing 2013.	SMM and FP presented and commented the auditor's documents: the financial statements and the long-form audit report. The auditor will present the accounts of 2013 based on these documents at the board's June meeting.
4	Financial status report April 2014.	FP presented and described the present financial situation, which is very good. The reserve is now ca. 1.26 MDKK – even after the board's January decision on a budget for 2014 with expenses ca. 2.14 MDKK bigger than incomes.
5	Financial situation 2014.	FP will check up on this year's payments of contributions to NKS and report to SMM.
6	Financial situation 2015	To be handled under item 12 Research activities in 2015 – Preliminary

	<ul style="list-style-type: none"> • Next year's contributions 	<p>budget 2015 – and – Funding 2015 – during the upcoming board meeting. SMM expects contributions in 2015 to be at the same level as in 2014. SMM will ask both owners and co-financiers for a possible raise of a few % in contributions in 2015 compared to 2014.</p> <p>It was recognised that the financial situation next year looks good and SMM will propose activities' budgets in 2015 of more than EUR 1,000,000.</p>
7	<p>Brief administrative status report from R and B incl.</p> <ul style="list-style-type: none"> • Short presentations by the PC's - R and B • Call for Proposals Autumn 2014 – schedule and the question concerning "new" and "continued" in CfP material • Budget frames for new R and B activities 2014-15 	<p>KA presented the R status: for 2013, 6 of 10 final reports have been received. For 2014 all contracts have been signed.</p> <p>KGA presented the B status: for 2013, 6 of 7 activities have been completed. For 2014 all contracts have been signed. The PUBPLUME activity started in 2012 has still not been finalised. A draft final report has been received in December. KGA has commented this, but there has been no response from the activity leader to email of 22 April. KGA will be following up (cc SMM) on this delay expecting an answer before the next board meeting. KGA will also carry out a special follow up on the 2014 MOBELRAD activity due to situation in Russia.</p> <p>The overall message from both PC's was that the work in both programmes is progressing well.</p> <p>CfP: SMM repeated that he will propose activities' budgets in 2015 of 3.75 MDKK for both R and B.</p> <p>CfP announcement to be made 1 September with deadline for proposals 15 October. The board will be requested to return their evaluation to the PC's no later than 15 November.</p> <p>KGA presented a proposal concerning "new" and "continued" activities in CfP material. SMM commented this and KGA will issue a revised version for the next board meeting. Action G from the January 2014 board meeting.</p>
8	<p>Joint R- and B-seminar 2016</p> <ul style="list-style-type: none"> • Presentation 	<p>KGA presented his proposal for a joint R- and B-seminar "NKS seminar on current trends in nuclear and radiological safety". The proposal was discussed, and KGA will present a revised version of this proposal to the board at its next meeting – the revised proposal will include a "seminar committee" and two possible months for the execution of the seminar – namely June 2015 and January 2016. Action D from the January 2014 board meeting.</p>
9	<p>Elforsk seminar</p> <ul style="list-style-type: none"> • Presentation 	<p>KA has not got any further feedback from the organisers of the Elforsk seminar – the NKS participation in the Elforsk seminar is therefore dropped. KA will inform the board about this development and</p>

		conclusion at its next meeting. Action F from the January 2014 board meeting.
10	SOME – NKS and social media	KA has updated the NKS sites on both Facebook and LinkedIn – KA will ask the board at its next meeting for inputs to these sites.
11	Nordic Council of Ministers (NCM)	SMM and KGA informed the group about the status of NCM’s proposal concerning radioactive waste for warded to NKS. The proposal will be taken under consideration during the meeting of the Nordic Directors in Oslo 20 August. KGA has notified NCM about the board’s response to NCM’s proposal. Action E from the January 2014 board meeting.
12	Administrative questions: <ul style="list-style-type: none"> • The Policy Documents: the new pamphlet (2014) and ”This is NKS”, in which the consequences of deleting ”informal” are to be considered • Handbook for NKS Applicants and Activity Leaders: non-Nordic participants and Nordic activity leader to be considered and handled • The Administrative Handbook • Other issues 	The new pamphlet has been published and SMM will suggest a revised version without ”informal” of ”This is NKS”, which will be presented to the board at its next meeting. Actions C and B from the January 2014 board meeting. SMM will also suggest a revised version of the ”Handbook for NKS Applicants and Activity Leaders” which will be presented to the board at its next meeting. Action A from the January 2014 board meeting. The Administrative Handbook was updated in 2012 and it will be updated if and when the need for update occurs.
13	The Website incl. <ul style="list-style-type: none"> • Reports. Other information activities <ul style="list-style-type: none"> • NewsLetters, NewsFlashes • New pamphlet • Article for Radiation Regulator 	A short presentation of the status of the website (including website statistics, NewsLetters and –Flashes and the new pamphlet) will be given by FP at the June board meeting. A NewsLetter will be distributed on 3 June – in due time before the board meeting – and a NewsFlash will be distributed after the board meeting on 17 June. The article ”New and recently finalised activities within the NKS Programmes for Nordic cooperation on nuclear reactor safety and emergency preparedness” by the coordination group will be published in Radiation Regulator and presented for the board at its next meeting (and at the meeting website).
14	The 10 June 2014 Board meeting: <ul style="list-style-type: none"> • Agenda • Material for the Board, schedule • Other questions 	FP had made a draft board meeting agenda, which was discussed. It was decided that the draft agenda with minor adjustments shall be uploaded to the meeting website (FP). The meeting website should be fully uploaded on 28 May.
15	Any other business.	None.
16	Time and place for the next coordination meeting.	27 and 28 November 2014 at DTU Risø Campus.