

Minutes of NKS coordination meeting at DTU Risø Campus 24 April 2015 (draft)

Participants:

Sigurður M Magnússon (SMM), Karin Andgren (KA), Kasper G Andersson (KGA), Finn Physant (FP).

PC = programme managers (KA, KGA). SEK = secretariat (FP).

Program:

DTU Risø Campus

09:00-ca. 16:00

Coordination meeting (incl. lunch)

Agenda:

Minutes:

1	Approval of the agenda. Secretary for this meeting. Going through the minutes of the meeting 20-21 November 2014.	SMM welcomed the participants. FP was appointed meeting secretary. The agenda was approved with one adjustment – under item 13 ”Any other business” the planning of NKS participation in the NSFS conference August 2015 was to be handled in stead of the EURATOM question, of which none of the participants had any news. The minutes of the November meeting were approved.
2	Board meeting 13 January 2015 – follow-up.	Actions from the January meeting: A: a proposal for the requested revisions has been sent by KA (e-mail of 12 March) to the board members with a deadline for comments of end of April. B: Activity continuation has already been adressed in revisions (”How to fill in...”) mentioned under A. The approved revisions will also be part of forms for CfP 2016. C: Max activity duration and funding have already been adressed in revisions (”How to fill in...”) mentioned under A. The approved revisions will also be part of forms for CfP 2016. A-C: . The approved revisions will be presented by KA for the board at its June meeting. D: FP has reminded the auditor about his participation in the discussion about the size of the reserve, which will be adressed during the June board meeting. – SMM will remind the auditor again about his participation in this discussion.

		<p>E: the new pamphlet has been ordered and will be presented to the board at the June meeting.</p> <p>F: The PC's have planned the next seminar program committee meeting at Vattenfall, Stockholm 27 May.</p> <p>G: KGA has planned the nuclear waste meeting in Copenhagen 9 June.</p> <p>H: No news.</p>
3	Accounts, annual report and auditing 2014.	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 2014 based on these documents at the board's June meeting.
4	Financial status report April 2015.	FP presented and described the present financial situation, which is quite good. The reserve is now ca. 1.13 MDKK – even after the board's January decision on a budget for 2015 with expenses ca. 0.98 MDKK bigger than incomes and a total currency exchange loss at the end of 2014 of ca. 0.44 MDKK.
5	Financial situation 2015.	FP informed, that only one contribution payment still hasn't been made – but it is expected soon. When all 2015 activity contracts have been signed in the near future, KA will set up new agreements for 2015 with Fortum and TVO. – KA will report to FP when Fortum and TVO can be invoiced.
6	<p>Financial situation 2016</p> <ul style="list-style-type: none"> • Next year's contributions 	SMM expects contributions in 2016 to be at the same level as in 2015. SMM will ask both owners and co-financiers for a possible raise of a few % in contributions in 2016 compared to 2015. – SMM will propose activities' budgets in 2016 of 3.5 MDKK for both R and B.
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 2015 – schedule and revised CfP material • Budget frames for new R and B activities 2015-16 	<p>KA's presentation summary - overall the work in NKS-R is progressing according to plan:</p> <ul style="list-style-type: none"> • Since the last NKS-R status report – 5 final reports published on website • Delayed activities (from before 2014) – none. • Activities commencing in 2014 - 4,5 (of 9) completed, final reports missing for ATR, DECOSE, DPSA, ENPOOL (KTH and VTT) and L3PSA. • Activities commencing in 2015 – 7 contracts out of 10 signed, work on schedule – Fortum & TVO support agreement has not yet been sent. <p>KGA's presentation summary – overall the work in NKS-B is progressing well:</p> <ul style="list-style-type: none"> • Since last NKS-B status report – 4 final reports published on website.

		<ul style="list-style-type: none"> • Delayed activities (from before 2014) – none. • Activities commencing in 2014 – 10 (of 12) completed, 2 nearing completion (FAUNA, NORMIN) • Activities commencing in 2015 – all 10 contracts signed, work on schedule. <p>CfP announcement to be made 1 September with deadline for proposals 15 October. The board members will be requested to return their evaluation to the PC's no later than 16 November.</p> <p>KA will present new/revised CfP material for the board at its June meeting as follow-up from the January board meeting.</p> <p>CfP: SMM repeated that he will propose activities' budgets in 2016 of 3.5 MDKK for both R and B.</p>
8	<p>NKS seminar on current trends in nuclear and radiological safety 2016</p> <ul style="list-style-type: none"> • Presentation 	<p>KA and KGA presented their and the seminar committee's present proposal for the joint R- and B-seminar in January 2016. – The proposal was discussed.</p> <p>In order to have overall success of the seminar (particularly in "selling tickets") of having a few high ranking invited key speakers (probably 3) was agreed on, and it might be possible to fit these in as introductory lecturers before some of the topics outlined in the latest draft of the program. SMM will contact such speakers. Also proposals for the overall seminar title were discussed, and although nothing definite was chosen, the coordination group had some constructive discussions regarding a useful style and length of the title. It was also proposed to appoint two Nordic experts with a broad understanding of relevant topics as rapporteurs (for respectively the R and B side), who would together be able to provide in a final session a summary of the seminar including a view on perspectives for the future.</p> <p>The next milestone in the planning process is the meeting of the committee at Vattenfall, Stockholm 27 May. – The PC's will present the conclusions of this meeting to the board at its June meeting.</p>
9	Nordic Council of Ministers (NCM)	<p>KGA presented the status of the project for NKS to identify possible needs for further Nordic collaboration on radioactive waste issues.</p> <p>Meeting with representatives of all the Nordic countries and NCM to be held in Copenhagen 9 June. All work to be finalised and reported by end of September 2015. KGA will present the conclusions of this meeting to the board at its June meeting.</p>
10	<p>Administrative questions:</p> <ul style="list-style-type: none"> • The Policy Documents: the new pamphlet (2015) and "This is NKS" 	<p>The new pamphlet has been ordered. KA, KGA and FP are all involved in the production process. A new front cover photo, new R-part headlines</p>

	<ul style="list-style-type: none"> • Handbook for NKS Applicants and Activity Leaders: new version 31 March 2015 • The Administrative Handbook • Other issues 	<p>and new R- and B-part activity examples will be included in the new version. The pamphlet will be presented to the board at its June meeting. KA reported that the new version of the "Handbook for NKS Applicants and Activity Leaders" including revisions requested by the board January 2015 had been sent by KA (e-mail of 12 March) to the board members with a deadline for comments of end of April. The document titled "How to fill in..." had also been sent to the board members. Activity continuation, max activity duration and funding etc had been addressed in the new documents. The approved revisions will be part of forms for CfP 2016, and the approved revisions will be presented by KA for the board at its June meeting.</p> <p>FP noted that the "NKS Administrative Handbook" is still valid and updated. The handbook will be updated if needed.</p>
11	<p>The Website incl.</p> <ul style="list-style-type: none"> • Website statistics. <p>Other information activities</p> <ul style="list-style-type: none"> • NewsLetters, NewsFlashes • New pamphlet 	<p>A short presentation of the 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.</p> <p>A NewsLetter will be distributed on 4 June – in due time before the board meeting – and a NewsFlash will be distributed after the board meeting on 24 June.</p>
12	<p>The 12 June 2015 Board meeting:</p> <ul style="list-style-type: none"> • Agenda • Material for the Board, schedule • Other questions 	<p>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 board meeting website (FP). The meeting website should be fully uploaded no later than 1 June.</p>
13	<p>Any other business.</p> <ul style="list-style-type: none"> • EURATOM • NSFS conference 	<p>As noted under meeting item 2 the participants had received no news about the EURATOM question brought up during the January board meeting.</p> <p>The planning of NKS participation in the NSFS conference August 2015 in Roskilde was handled. A booth has been reserved, invitations for the PC's as speakers received, registration for participation carried out, the new pamphlet and some rollups will be produced.</p>
14	<p>Time and place for the next coordination meeting</p>	<p>Tentatively 26 and 27 November and 1 December were reserved for a meeting at DTU Risø Campus.</p>