

DRAFT

NKS(17)5
2017-07-03



Minutes of the board meeting in Copenhagen 8 June 2017

Present: Sigurður M. Magnússon (Chair, IRSA), Charlotte Bro (DEMA), Jorma Aurela (TEM), Ole Harbitz (NRPA), Annelie Bergman (SSM), Astrid Liland (NRPA), Jens-Peter Lynov (DTU), Karin Andgren (Vattenfall), Mette Øhlenschläger (SIS), Petri Kinnunen (VTT), Tarja Ikäheimonen (STUK), Carsten Israelson (DEMA), Christian Linde (SSM), Kasper Andersson (DTU), Palle Sundstrøm (auditor, Dansk Revision, present until meeting item 7), Hjalmar Eriksson (Oxford Research, present from meeting item 14) and Finn Physant (meeting secretary, FRIT).
Apologies: Eva Simic (SSM), Atle Valseth (IFE), Nici Bergroth (Fennovoima),

1 Opening

The Chair opened the meeting and welcomed the participants. Regrets had been received from Eva Simic, Atle Valseth and Nici Bergroth. Special welcomes and thanks were given to the host Charlotte Bro and DEMO. The Chair also expressed special welcomes to the auditor Palle Sundstrøm.

2 Practical remarks

Practical remarks about the meeting were given by the Chair and the host. Finn Physant was appointed meeting secretary.

3 Approval of the agenda

The agenda was approved.

4 Minutes of the last board meeting (Oslo 18 January 2017)

The minutes were approved. Actions A to F noted in the appendix of the minutes of the January board meeting have been noted in parenthesis in these minutes.

5 Accounts 2016

The auditor Palle Sundstrøm presented the distributed material: the Financial Statements 2016 and the Long-form audit report both dated 8 June 2017. The distributed material and Palle Sundstrøm's presentation did not contain any qualifications, special remarks etc. Charlotte Bro asked which size the reserve should have. Palle Sundstrøm has estimated unexpected currency exchange rate fluctuations to be the biggest risk to be handled by the reserve within a financial year. Based on many years' experience with NKS accounts Palle Sundstrøm has estimated the magnitude of this risk to be between DKK 500,000 / EUR 65,000 and DKK 700,000 / EUR 95,000. As the reserve itself should be somewhat larger than this amount, the auditor recommended that the size of the reserve should be approximately DKK 1,000,000 / EUR 135,000. The Chair expressed the view that the reserves should not be less than about 800,000 DKK.

The board took note of the auditor's presentation and recommended the 2016 accounts to be approved by the owners.

6 Financial status for the current year

Finn Physant presented the Financial status report dated 19 May 2017. The reserve at present is estimated to approximately DKK 809,000 / EUR 109,000 – in accordance with this year's budget decision of 18 January 2017.

The board took note of the financial situation.

7 News since last board meeting

a) Report from the owners' group

SMM informed that the owners had a very good meeting yesterday (7 June 2017) with constructive forward looking discussions and positive outcomes.

Key issues discussed:

Future structure and direction of NKS.

First discussion. Frank exchange of ideas and views

Key points from the discussion:

- how can NKS best meet the needs of the owners
- how can we optimize the use of NKS funds

This discussion will continue. The owners' aim is to reach a consensus on possible changes before the January 2019 meeting. The outcome of this work could be presented at the 2019 NKS Seminar.

Current and future role and activities of the PC's.

Good agreement on the important role of the PC's and the excellent work they do. Frank exchange of views on the role, activities and costs of the PC's. A decision to establish a WG to review and revise PC activities. Deadline for report in good time before the January 2018 meeting i.e. 1 December 2017. Terms of Reference and members agreed to. Info on WG included in minutes of NKS board meeting as Appendix 1.

Current and future role of the NKS Secretariat. Possibilities for checking the price of secretariat function.

Again good agreement on the importance of the NKS secretariat and the excellent work.

Again a frank exchange of views regarding the role, activities and cost of the NKS Secretariat. A decision that each owner look into the feasibility of hosting the NKS secretariat in the future. Preliminary outcome to NKS chair within three months.

These three issue were also addressed in agenda item 14.

b) News from board members' organisations

The members informed each other about relevant news.

c) Administrative news

Finn Physant presented the new pamphlet (action B) and the 2017 version of "This is NKS" already presented at this year's January meeting. Finn Physant noted that the "Handbook for NKS applicants and activity leaders" is still valid and fully updated. The handbook will be updated if needed.

Finn Physant presented the revised "NKS Administrative Handbook" now including:

-the programme managers shall ask the activity leaders when the final report is submitted if they intend to publish. If so the NKS report will be put on the NKS website after the publication is finished (action C)

-electronic sign off's and filing of signed documents.

-NKS is registered as an association with a Danish CVR number in order to issue invoices for public Danish contributions.

The board took note of the administrative news.

8 R-part: status

Christian Linde made a presentation of the status of the ongoing R-part activities. Overall the work in NKS-R is progressing according to plan.

Status for the 8 activities from Cfp 2016: 4 activities are completed. 1 activity partly completed (final reports from 2 out of 3 partners). 3 activities remain not completed (one draft report received).

9 NKS-R reports have been published, 1 seminar has been carried out in 2017 and 3 more are planned for 2017.

Status for the 7 activities from Cfp 2017:

All contracts signed. Work is basically progressing on schedule and the Fortum & TVO support agreements were submitted in May. 2 applications for young scientist travel support have been received.

9 B-part: status

Kasper Andersson presented the status of the NKS-B activities. Overall, the work in NKS-B is progressing well. Since the last board meeting in January, 5 final reports for 3 activities have been published on the NKS website. All contracts for the 2017 activities have been agreed and signed. There are no delayed activities from before 2016. 4 NKS-B seminars are planned for 2017 and 4 applications for young scientist travel support have been received.

10 NKS article

The PC's reported on the progress of their article work. The PC's have decided for deviding the work into two articles – one R-part and one B-part article. The PC's are considering which journal to publish in and their intention is to send draft articles to the board members no later than end of September including proposals of which journals to publish in (action D).

11 NKS R and B seminar

The PC's reported about the progress of the seminar planning from the program committee. The board decided in favour of Stockholm as seminar venue. The board supported the

direction of the seminar planning as presented by the PC's. The programme committee will prepare an advanced draft proposal for the next board meeting (action E).

12 Information activities

Finn Physant informed the board about the website, newsletters etc. – Website visitor statistics were presented concluding that the level of use of the website has been quite stable seen over the years (except from February to April 2017 with an unusual use from India). Since the last board meeting 2 NewsFlashes have been distributed. The first one of 25 January was a summary report from the January board meeting including the result of the 2017 call for proposals, and the second of 29 March included NKS on LinkedIn, upcoming seminars, new publications and young scientist travel assistance. Besides this a NewsLetter was distributed 1 June presenting upcoming seminars, new publications, young scientist travel assistance and NKS on LinkedIn.

There is a list of more than 500 e-mail addresses, to which NKS electronic letters are distributed.

The new pamphlet was presented under meeting item 7.

It was decided to discontinue the website statistics.

Christian Linde presented NKS on LinkedIn – up and running. The Chair encouraged the board members to sign up (action F).

13 Research activities in 2018

The Chair informed the board about this year's call for proposals (CfP). There will be a CfP for both the B- and R-part opening on 1 September with deadline 16 October. The deadline for submission of evaluations from board members will be 15 November and the next coordination meeting will take place end of November.

The Chair proposed the budget for 2018 for each programme's activities to be set to at least DKK 3,100,000. The board agreed to this.

The Chair will ask the owners and co-financiers for a possible raise of funding in 2018 compared to their funding in 2017. For the owners the expectation at this time is that the contributions in 2018 will be the same as in 2017.

14 NKS in the future

Future structure and direction of NKS.

In February 2017 Eva Simic distributed the SSM report by Oxford Research to the board members: "Evaluation of the Swedish participation in the Nordic Nuclear Safety Research (NKS) collaboration" (action A).

The Chair welcomed Hjalmar Eriksson from Oxford Research who made a comprehensive and excellent presentation on the evaluation of the added value for Sweden from participating in NKS.

Several important issues were raised in the discussion that followed such as the Nordic perspective of the report, the importance of QA in evaluation of proposals and final reports, synergies with other (international) programs, relative added value of NKS-R and NKS-B, and the need to address overhead costs (staff cost) to name a few.

The presentation by Oxford and the discussion that followed was a starting point for the discussion on the future structure and direction of NKS in the NKS board.

The future structure and direction of NKS is a matter for the owners to decide. The input from board members who do not represent the owners is very important.

The discussion on the future direction of NKS will continue and the intention is to have special sessions addressing these issues in connection with the 2018 board meetings. Each board member (if there are two from one organization, then jointly) will be asked to prepare 1 page of text reflecting on the future direction of NKS in advance of the next board meeting and present (5 slides max) at the special session on NKS future at the meeting. The owners will meet between board meetings to address these issues as needed. They plan to further develop their views on the future direction of NKS before the June 2018 meeting with the aim of consensus before the 2019 January meeting.

Current and future role and activities of the PC's.

The Chairman referred to agenda item 7a) concerning the decision to establish a working group to review and revise the activities of the PC's.

Again this is an issue for the owners to decide but as before the input from the board members who do not represent the owners is very important.

Several important issues were raised in the discussion that followed such as the need to clarify what are the expectations of NKS towards the PC's and to separate the technical/scientific activities and general administration aspects of the PC work.

Current and future role and activities of the NKS Secretariat.

The Chairman referred to agenda item 7a) concerning the Secretariat.

15 Other issues

None.

16 Next meeting

Next meeting will be in Reykjavik 17 January (dinner) and 18 January (meeting) 2018.

17 End of meeting

Many thanks for a good meeting – in particular to the host DEMA – were expressed by the Chair.

Sigurður M. Magnússon
Chair

Finn Physant
Meeting secretary

Appendices:

Appendix 1: Revised proposal for a working group (WG) to review and revise PC's activities

Appendix 2: Actions from the board meeting

Appendix 1 to the minutes of the NKS board meeting in Copenhagen on 8 June 2017.

A working group (WG) to review and revise PC's activities:

The owners of NKS have agreed, at their meeting in Copenhagen on 7 June 2017, to establish this working group and have agreed on the following.

Terms of Reference:

- evaluate the present activities of the PC's with regard to scope and volume as discussed at the January 2017 board meeting of NKS and in the evaluation report of Oxford Research.
- evaluate possible changes in activities of the PC's and come up with proposals to lower costs and further optimize and enhance the efficiency of PC activities without compromising the quality of their work or the outcome of the activities.
- propose changes in PC's activities as needed (based on the outcome of the evaluation of present activities and possible changes) and evaluate the total corresponding change in % of a full position separating clearly administrative and technical/scientific activities.
- propose changes in the wording of current contracts for PC's in order to improve clarity with regard to volume of activities and separation of administrative and technical/scientific activities.

Members of the WG: Carsten (DK), Nici (F), Astrid (N), tbd by SSM (S)

Chair of the WG: Nici

Advisors: Jorma and Sigurður

Timeframe: Final report in good time before the 2018 January board meeting

i.e. 1 December 2017.

Working methods: mainly by e-mail, tele and videoconferencing following an initial meeting

8.6.2017

SMM

Appendix 2: Actions from the board meeting

- A. Ref. item 10: The PC's are considering which journal to publish in and their intention is to send draft articles to the board members no later than end of September including proposals of which journals to publish in.
- B. Ref. item 11: The programme committee will prepare an advanced draft proposal for the next board meeting.
- C. Ref. item 14: Each board member (if there are two from one organization, then jointly) will be asked to prepare 1 page of text reflecting on the future direction of NKS in advance of the next board meeting and present (5 slides max) at the special session on NKS future at the meeting.