

“Managing nuclear information across time, regarding the UK decommissioning strategy”

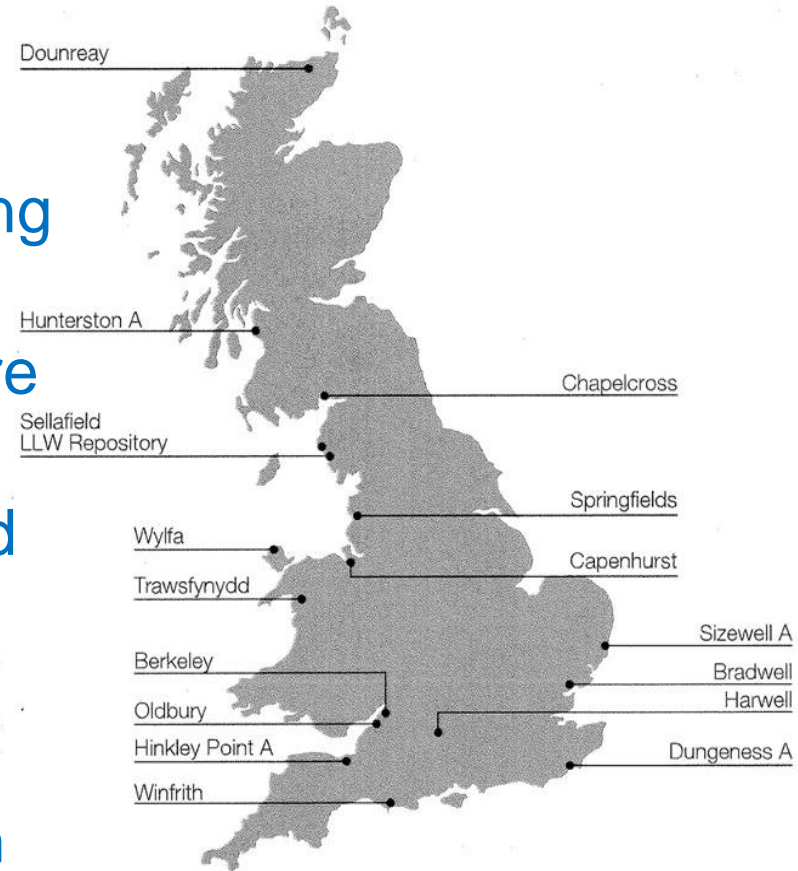
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Date: 27 June 2016

Presentation overview

- **The Challenges**
- **What records do we need to keep?**
- **Regulatory framework**
- **Nuclear Decommissioning Authority responsibilities and strategy**
- **The response**
 - **Records Retention Schedule**
 - **National Archive**
 - **Knowledge Management Hub**
- **Radioactive waste management – Higher Activity Waste records**

The Challenge

- ❑ The nuclear legacy dates back to the 1940s (70 years of records)
- ❑ Information and knowledge is being lost every day (fragmented)
- ❑ Decommissioning programmes are having to learn and/or start over
- ❑ Re-use of existing information and knowledge assets is poor
- ❑ The Nuclear Decommissioning Authority (NDA) need to demonstrate that the old sites can be decommissioned to give public confidence in New Build



Leonardo de Vinci (1452 – 1519)

Notebooks included:

- ❖ Detailed drawings of flying machines
- ❖ Calculations
- ❖ Celebrated artist

What should we keep?



Regulatory and Policy framework

Nuclear Decommissioning Authority (NDA)

Energy Act 2004 - The management of their estate knowledge assets and that they are managed in a way to prevent duplication of effort.

Office for Nuclear Regulation – Safety Regulator

Nuclear Site Licence
conditions:

- Adequate records are kept.
- 30 year retention.
- Means of retrieval and update.
- Security.
- Review and disposition.

Environment agencies

Permits/Authorisations
requires that records are
retained regarding
radioactive waste:

- Aqueous
- Gaseous
- Solid

NDA as a Governing & Strategic Authority

NDA Strategy (2006, 2011 & 2016)



Information & Knowledge Management
Critical Enabler (2011)



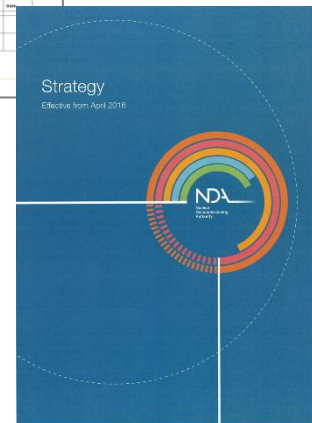
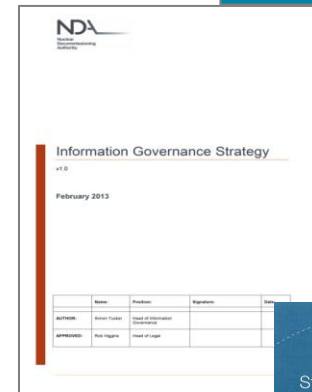
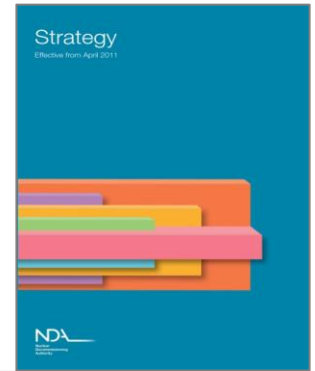
Information Governance Strategy (2013/14)



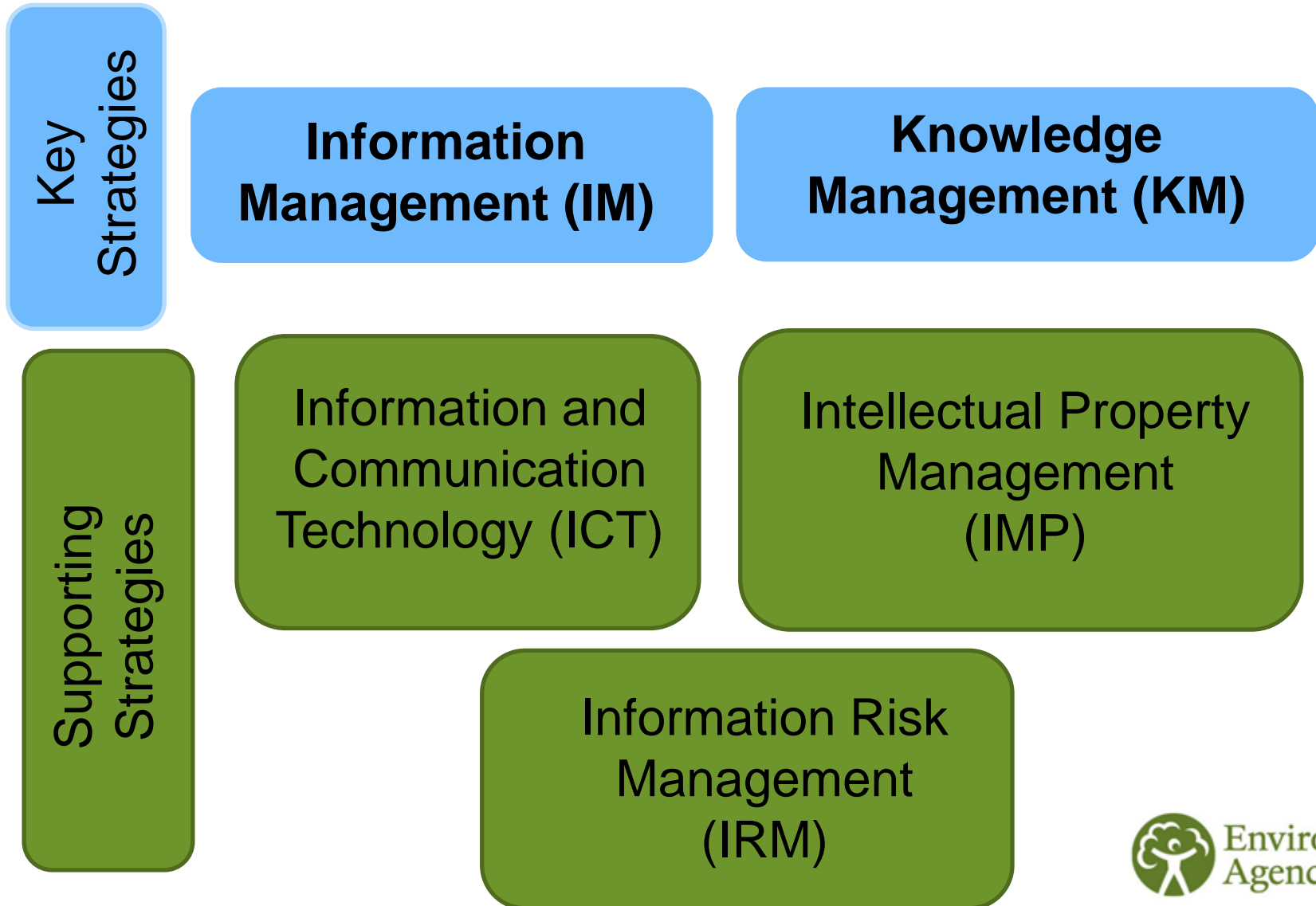
Information Governance Programme (IGP)(2014/15)



Strategy III (2016)



Strategy III Information governance (including knowledge management)



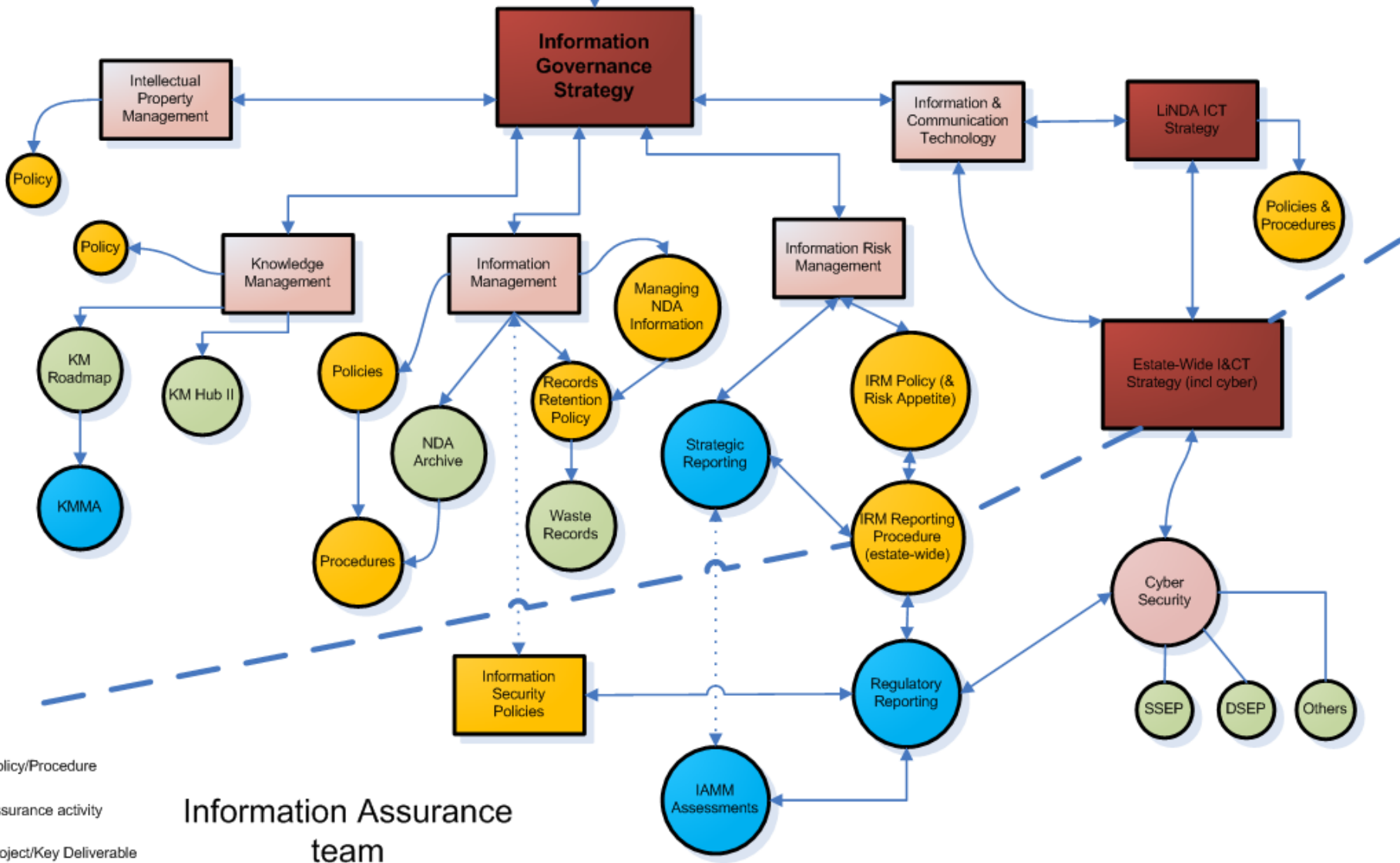
The Response

NDA is delivering an Information Governance Programme (IGP) in order to.....

- Capture, manage and protect vital knowledge & information assets
- Centralise and preserve records to facilitate efficient decommissioning
- Facilitate improved access to information so it can be re-used effectively and securely, realising its value
- Provide an information 'service' on behalf of the Department for Energy and Climate Change

**NDA Strategy 2016
(Information Governance
Critical Enabler)**

Information Governance team



Information Management

....to ensure compliance, promote wider openness and transparency and reduce risk and baseline costs.

- NDA estate-wide Records Retention Schedule
- Managing NDA Information: Requirements
- The NDA Archive
- Records Management compliance
- Information Access compliance requirements
- Her Majesty's Government Open Standards
- Digital by Default

Records Retention Schedule

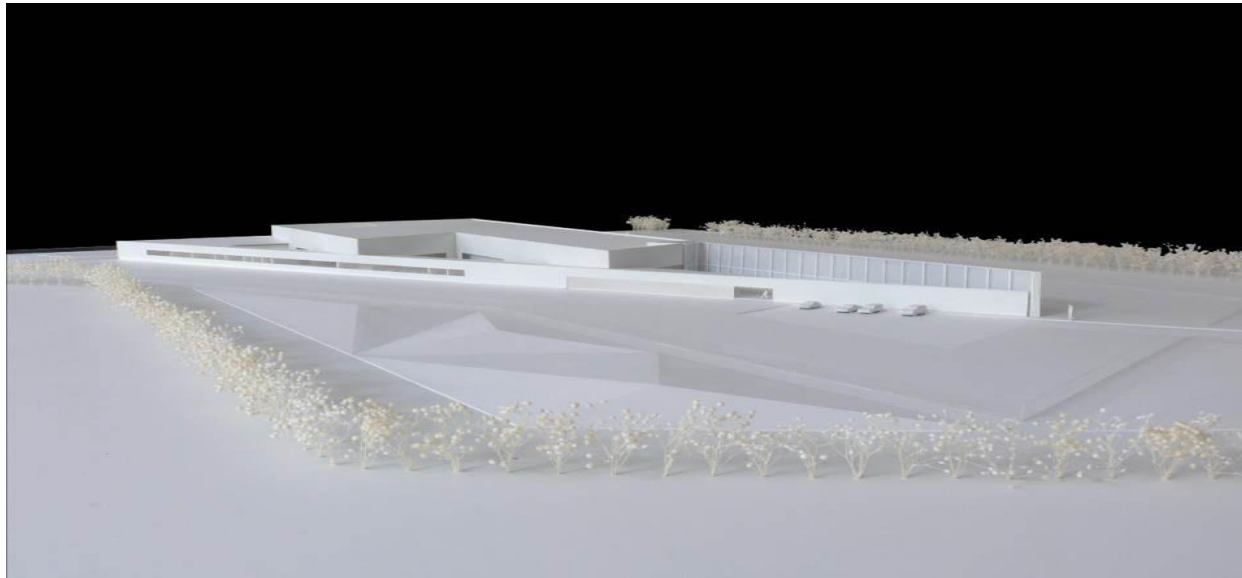
10 types of records identified

- Environmental Health, Safety Security and Quality
- Employee Personnel
- Corporate Governance
- Accounting records
- Commercial and contract management
- Facilities and property management
- Transport records
- Waste package records
- Project management
- Operations and engineering

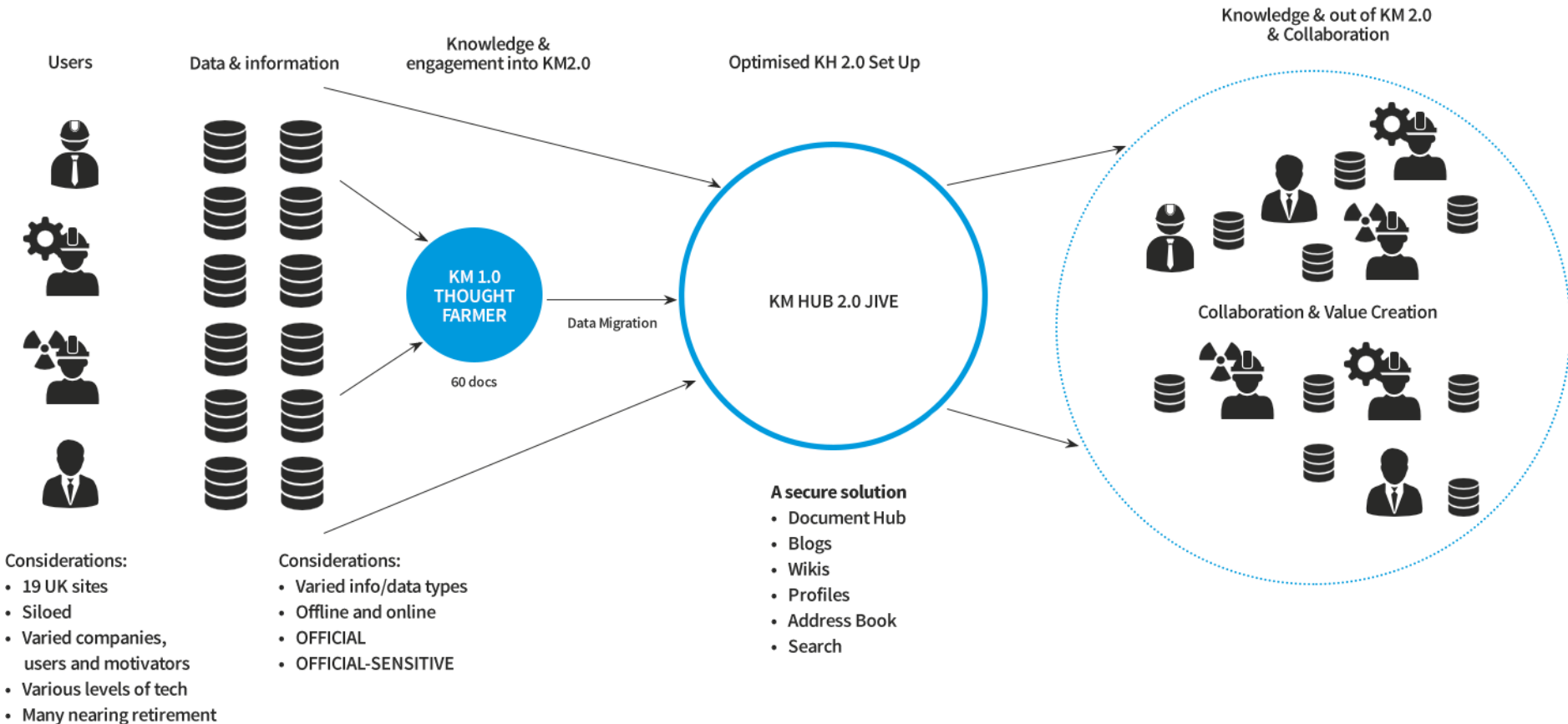
- Identifies 'vital records
- Required to demonstrate compliance with: a) Nuclear Site Licence b) Compensation Scheme for Radiation Linked Diseases, c) Environmental Permit/Authorisations

National Archive - Wick

- Caithness, Scotland (£21 million)
- Sited near Dounreay (socio-economic considerations)
- Next to Wick airport
- Training of archivists
- Expected to be operational in late 2016



Knowledge Management Hub

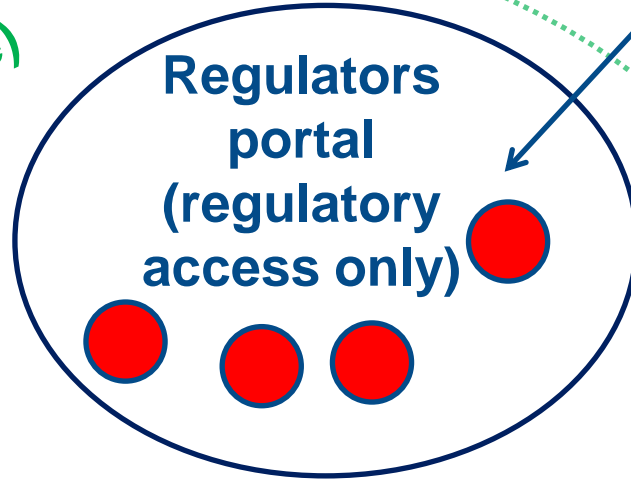


Links to published standards

Open access space

Secure environment (Official Sensitive)

e.g. regulatory operational experience collaboration space



e.g. SLC e-rooms will be migrated to the Hub from current insecure locations

Collaboration spaces outside the regulators portal to enable us to collaborate with industry groups on e.g. standards

e.g. NDA Strategy Groups will each have a collaboration space

e.g. Nuclear Waste Research Forum etc.

Management of Higher Activity Waste

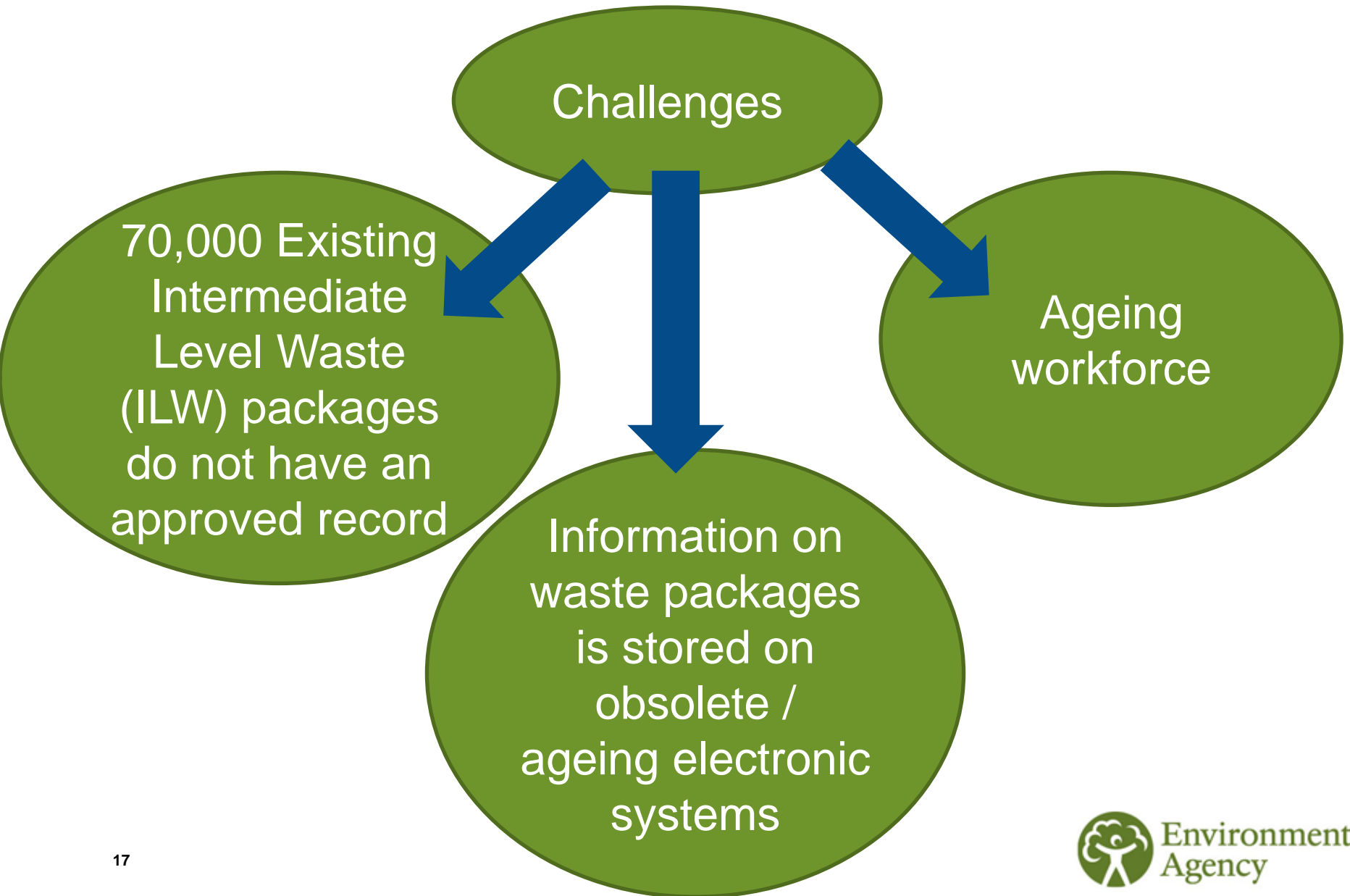
Area of regulatory interest:

- Content of the waste package record
- Adequate procedures and necessary infrastructure to manage waste package records for the long term
- Maintain waste package records for the long term with a retention schedule
- Ensure continued compliance for historic waste packages if relevant standards change
- Identify packaged wastes that have inadequate records and will require further work

Radioactive Waste Management Cases

- ⇒ Identification of the waste stream
- ⇒ Ownership of the waste stream
- ⇒ Management strategy
- ⇒ Proposed waste management process
- ⇒ Relevant buildings and plant involved
- ⇒ Identification of interdependencies (retrieval)
- ⇒ Minimisation of this radioactive waste stream
- ⇒ Detailed information on how this is controlled and contained
- ⇒ Safeguard and security issues
- ⇒ Radioactive waste type and packaging meets the transport requirements.
- ⇒ Quality arrangements.
- ⇒ The management of information and records.

Radioactive waste package records



Work Programme

- ❖ Improved waste packages specification - updated by RWM (Radioactive Waste Management Ltd) - 2015
- ❖ Guidance document by RWM - late 2016
- ❖ Formal process for approval of records by RWM (April 2017) (required as there is no Geological Disposal Facility available where waste would be receipted and records checked)
- ❖ Trial of approval process - late 2016/early 2017
- ❖ RWM – focus is on content and future use of records

References

Nuclear Decommissioning Authority Strategy III

<https://www.gov.uk/government/consultations/nuclear-decommissioning-authority-draft-strategy>

Information Communication Technology Strategy

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/493200/ICT_strategy_for_NDA_estate.pdf

IMP06 Managing NDA Information: Requirements, January 2015

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/518466/IMP06-Managing-NDA-Information-Requirements.pdf

NDA Records Retention Schedule

<https://www.gov.uk/government/publications/nda-records-retention-schedule>

Geological Disposal: Waste Package Data and information Recording Requirements, November 2015

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/492669/NDA_WPS_400_03_-_Waste_Package_Data_and_Information_Recording_Requirements.pdf

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Geological Disposal: Waste Package Data and Information Recording Requirements: Explanatory Material and Guidance, December 2015

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/492670/NDA_WPS_850_03 - GD - Waste Package Data and Information Recording Guidance.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/492670/NDA_WPS_850_03_-_GD_-_Waste_Package_Data_and_Information_Recording_Guidance.pdf)

The management of higher activity radioactive waste on nuclear licensed sites

Joint guidance from the Office of Nuclear Regulation, the Environment Agency, the Scottish Environment Protection Agency and Natural Resources Wales to nuclear licensees, February 2015

<http://www.sepa.org.uk/media/153704/management-of-higher-activity-radioactive-joint-guidance.pdf>