

## **Proposal to Prepare an SD:SPUR Information Paper on Good Practice Tools and their Use in the Development of Strategies, Plans and Procedures for the Management of Decommissioning Wastes**

### **1. Objective**

The objective of the work is to produce an information paper for the SD:SPUR learning network on the good practice tools that are available in the UK to assist the development of strategies, plans and procedures for the management of decommissioning wastes. The paper will be placed on the SD:SPUR website, as a free download.

### **2. Scope**

The paper will deal with radiologically clean, exempt and low activity solid wastes that arise during decommissioning of nuclear and defence sites. It will start with an outline of the framework in which policies, strategies, plans and procedures for the management of these wastes are developed and the responsibilities of the various organisations involved. The principal stages in the development of site specific strategies, plans and procedures for the management of decommissioning wastes will then be identified and illustrated in one or more flow diagrams. The key considerations at each stage will be outlined.

The good practice tools that are available to assist site owners and operators in the development of these strategies, plans and procedures will be briefly described and references given to further information. The tools will include: the SD:SPUR guidance, the WRAP quality protocol, the ICE/WRAP demolition protocol, the DTI code of practice on site waste management plans, the Clearance and Exemption Working Group's code of practice and the NDA guidance for developing IWSs (see note of 22 September 2006 meeting). The descriptions of and references to these tools will be placed in an appendix to the paper.

The main text of the paper will indicate how the good practice tools can be used at the various stages in the development of site specific strategies, plans and procedures for the management of decommissioning wastes. This will also be illustrated in a flow diagram or diagrams. The final section of the paper will identify topics for which new good practice guidance or tools are most needed.

### **3. Methodology**

The work will be assisted by a working group (WG) made up of members of the SD:SPUR Project Steering Group (PSG). At the first WG meeting the scope of the paper will be finalised. This will include identifying all the good practice tools to be covered. A start will also be made on establishing the outline contents of the paper. The outline contents will be completed after the meeting and submitted to the WG for approval.

A first draft of the paper will then be prepared and sent to the WG for approval to send out for wider consultation. Comments received during the consultation will be logged by CIRIA and reviewed at a second meeting of the WG. A further draft of the paper will be produced after this meeting and sent to the WG for comment. The final version of the paper will be prepared in the light of the WG's comments and sent to the PSG for approval.

#### 4. Timetable

The proposed timetable for the work is as follows.

<i>Task No.</i>	<i>Task &amp; Activity</i>	<i>Time Period</i>
1	Outline contents	
	a) 1 <sup>st</sup> WG meeting	mid-November 2006
	b) complete outline contents	early December 2006
2	First draft	
	a) prepare first draft	mid- December 2006 to mid-January 2007
	b) consultation on first draft	mid-January to mid-February 2007
	c) log comments on first draft	mid-January to mid-February 2007
	d) 2 <sup>nd</sup> WG meeting	late February 2007
3	Second draft	March 2007
4	Final paper	March 2007

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