**UKOPA EPRWG Meeting**

**Tuesday 27th June 2023, 9am**

**Premier Inn Stoke (Trentham Gardens), Stone Road, Stoke on Trent, ST4 8JG**

**Agenda**

1. Attendance, apologies and membership
2. Notes and Actions of Previous Meeting
3. Review of Post-Exercise Reports and learnings (standing item)
4. Emergency Services Show – 19/ 20 Sept 2023
5. Emergency Planning & Resilience Workshop – date and venue and advertise
6. Workplan and budget review
7. PERO Course
   1. Feedback from 2023 Audit
   2. 2024-26 Contract (inc other potential providers)
8. GPG/TBN to be updated / developed
   1. Emergency Planning Guides UKOPA/GPG/010, 011 and 012
   2. Scoping of potential flooding GPG – following EPRWG Meeting today
   3. Environmental guide

(If time allows the following items may be covered)

1. Stake Holder Engagement (standing item)
   1. IGEM
   2. HSE
   3. EA / SEPA
2. Sharing from other UKOPA working groups (that EPRWG should be aware of) especially IWG
3. Date and Venue of Next Meeting/s

Wednesday 20th September, tbc

Action table from previous meetings:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EPWG Action Summary September 2022** | | | | |
| **No** | **Action** | **Date raised** | **By** | **Progress Jan 2023** |
| **23-01** | Update EPRWG TOR for agreement (once Board have agreed new format | **01/23** | **NB** |  |
| **23-02** | Prepared 2023 budget for agreement by the UKOPA Board in February | **01/23** | **JM / NB** |  |
| **23-03** | advertise 2023 PERO courses and price | **01/23** | **NB** |  |
| **23-04** | identify and make changes to PERO course information and ensure that that the trainers are using the most current versions | **01/23** | **AF** |  |
| **Previous actions** | | | | |
| **2022-5** | Upload Emergency Planning Workshop Presentations to the Members Centre | **09/22** | **NB** | Folder set up, but documents yet to uploaded  Ongoing |
| **21/04** | Update EPWG GPGs to remove term Exclusion Zones | **6/19** | **AF / NB** | Jan 23 – to be covered as part of the EPWG document updates  Sept 22 – a decision needs to be made in Jan 2023 as to how to proceed  Sept 21 – as JESIP is being updated it was agreed to wait for publication before carrying out  Jan 21 – need to agree how to progress this action  Sept 2020 - PERO information has been updated but other EPWG document need checking  June 2020 – this item is on going whilst an agreement over the term to be used is found  Feb 2020 – this work needs to be completed when the term has been agreed. A call with the experts at the FSC is to be arranged.  2/10/19 – to be completed - Ongoing |
| **21/09** | Bring written learnings from an exercise to the next meeting | **6/19** | **All** | This item will remain ongoing |
| **18/08** | Inform BW if you are able to invite his unit to an emergency exercise / pipeline open day | **26/6/18** | **ALL** | A number of people expressed an interest in this so the action remains open |