

UNCLASSIFIED

ISM

# SUBMARINE DISMANTLING PROJECT

## Our Approach to Public and Stakeholder Engagement

(updated to support the Submarine  
Dismantling Consultation)

© Crown Copyright (2011)

Issue 3.2 – November 2011



UNCLASSIFIED

## Document Information

<b>Project Name:</b> Submarine Dismantling Project	
<b>Document Title:</b> SDP – Our Approach to Public and Stakeholder Engagement	
<b>Issue Status:</b> Issue 3.0 (Final)	<b>Deliverable Reference:</b> ISM/SDP/Approvals
<b>Produced By:</b> ISM Ash 1b Defence Equipment & Support MOD Abbey Wood Bristol BS34 8JH	<b>Level of Control:</b> This Document is controlled to Level 1 iaw SDP PMP Document Quality Management Procedure.

## Document Authorisation

<b>Owner:</b> SDP Project Manager	<b>Peer Reviewer</b>	If applicable
<b>Author:</b> [REDACTED], SDP	<b>Committee Endorsement:</b>	If applicable
<b>Editorial Checker:</b> [REDACTED], SDP	<b>Technical Checker:</b>	If applicable
<b>Document Approver:</b> [REDACTED], SDP	<b>Approver's Signature:</b>	
<b>Document Authoriser:</b> [REDACTED], SDP	<b>Authoriser's Signature:</b>	

## Conditions of Use

The material in this document is subject to Crown copyright protection unless otherwise indicated. The Crown copyright protected material (other than the Royal Arms and departmental or agency logos) may be reproduced free of charge in any format or medium provided it is reproduced accurately and not used in a misleading context. Where any of the Crown copyright items in this document are being republished or copied to others, the source of the material must be identified and the copyright status acknowledged.

The permission to reproduce Crown protected material does not extend to any material in this document which is identified as being the copyright of a third party. Authorisation to reproduce such material must be obtained from the copyright holders concerned.

This document has been produced by the Submarine Dismantling Project (SDP) and is subject to standard Ministry of Defence conditions of use. Control of this document is to be in accordance with SDP PMP Document Quality Management Procedure. Proposed amendments and comments should be directed to the Document Owner at the address above.

---

## Amendment History

Issue	Date	Details of Amendment	DCCF
2.0	3 May 11	First public release to SDP website	
3.0	28 Sep 11	Second public release to SDP website; updated to support the Submarine Dismantling Consultation	
3.1	26 Oct 11	Updated to include details of additional day event at Rosyth suggested by LLC members	
3.2	11 Nov 11	Updated to include details of additional events organised in response to recommendations from local stakeholders	

## Distribution

SDP Advisory Group Members

SDP Virtual Team Members

SDP website

---

## **SUBMARINE DISMANTLING CONSULTATION - KEY INFORMATION**

<b>Consultation starts: Fri 28 Oct 11</b>		<b>Closing date for responses: Fri 17 Feb 12</b>
<b>Local events (for full details please see Annex B):</b>		
<b>Plymouth</b>	<b>Plymouth Guildhall – Sat 12 to Wed 16 Nov 11</b> Public Exhibition from 11am to 7pm each day Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00	
<b>Fife</b>	<b>Carnegie Conference Centre, Dunfermline – Sat 19 to Wed 23 Nov 11</b> Public Exhibition from 11am to 7pm each day <b>Workshops are on Sat, Sun &amp; Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00</b>  <b>Rosyth Civil Service Club – Tue 13 Dec 11</b> Public Exhibition from 11am to 5pm Workshops start at 11.30, 13.00, 15.00	
<b>Saltash</b>	<b>Saltash Guildhall, Saltash - Fri 2 Dec 2011</b> Public Exhibition from 11am to 7pm  <b>St Mellion Hotel, St Mellion – Sat 3 to Mon 5 Dec 11</b> Public Exhibition from 11am to 7pm each day Workshops are on Sat & Sun starting: 11.30, 13.00, 15.00, 16.30, 18.00	
<b>Torpoint</b>	<b>Torpoint Town Hall – Tue 6 Dec and Wed 7 Dec 11</b> Public Exhibition from 11am to 7pm each day Workshops are on Wed 7 Dec starting: 11.30, 13.00, 15.00, 16.30, 18.00	
<b>Edinburgh</b>	<b>Surgeons' Hall – Fri 9 to Mon 12 and Wed 14 Dec 11 (no event Tue 13 Dec)</b> Public Exhibition from 11am to 7pm each day Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00	
<b>Linlithgow</b>	<b>Burgh Halls, Linlithgow - Fri 3 to Sun 5 February 12</b> Public Exhibition from 11am to 7pm each day	
<b>National workshops (please register to attend):</b>		
Birmingham	<b>Tue 31 Jan 12, 11am to 4pm</b> International Conference Centre, Broad Street, Birmingham, B1 2EA	
Glasgow	<b>Mon 6 Feb 12, 11am to 4pm</b> Scottish Exhibition & Conference Centre, Exhibition Way, Glasgow, Lanarkshire G3 8YW	
<b>Contacts and information:</b>		
Website:	<a href="http://www.mod.uk/submarinedismantling">www.mod.uk/submarinedismantling</a>	For access to all consultation materials, background information and online responses.
Email:	<a href="mailto:DESSMIS-SDP@mod.uk">DESSMIS-SDP@mod.uk</a>	
Phone:	<b>030 679 83793</b> (messages can be left on voicemail outside working hours)	For all enquiries, registration for national and local workshops or to request hardcopy materials.
Project address:	Submarine Dismantling Project, Ash 1b #3112, MOD Abbey Wood Bristol, BS34 8JH	
Freepost address for consultation feedback forms:	FREEPOST RSKJ-KRAH-YZRJ, Submarine Dismantling Project, C/o Green Issues Communications Ltd, 30-31 Friar Street, Reading, RG1 1DX	
Freedom of Information:	Web form: <a href="http://www.mod.uk/defenceinternet/freedomofinformation">www.mod.uk/defenceinternet/freedomofinformation</a> Email: <a href="mailto:cio-foi@mod.uk">cio-foi@mod.uk</a>	

## **Table of Contents**

<b>1.</b>	<b>INTRODUCTION</b>	<b>1</b>
1.1.	This Document	1
1.2.	SDP Decision Making Process	1
<b>2.</b>	<b>PSE OBJECTIVES AND PRINCIPLES</b>	<b>2</b>
2.1.	PSE Objectives	2
2.2.	Supporting Principles for PSE	2
<b>3.</b>	<b>REVIEW OF PSE ACTIVITIES</b>	<b>3</b>
3.1.	Scope	3
3.2.	SDP Advisory Group	3
3.3.	Ongoing Information and Awareness	3
3.4.	PSE and Option Assessments	3
<b>4.</b>	<b>SUBMARINE DISMANTLING CONSULTATION</b>	<b>5</b>
4.1.	Overview	5
4.2.	Scope	5
4.3.	Strategic Environmental Assessment	5
4.4.	Planning	6
4.5.	Timeline	6
4.6.	Notification	6
4.7.	Consultation Document	7
4.8.	Supporting Documents	7
4.9.	National Workshops	7
4.10.	Local Public Exhibitions	7
4.11.	Local Workshops	8
4.12.	Employee Communications	9
4.13.	Contact Information	9
<b>5.</b>	<b>WHAT HAPPENS NEXT?</b>	<b>10</b>
5.1.	Further Analysis of ILW Storage Options	10

---

<b>5.2.</b>	<b>Feedback Analysis and Reporting</b>	<b>10</b>
<b>5.3.</b>	<b>Decision making and feedback</b>	<b>10</b>
<b>5.4.</b>	<b>Next steps</b>	<b>10</b>
<b>5.5.</b>	<b>Evaluation</b>	<b>11</b>

**A. ABBREVIATIONS**

**B. SUMMARY OF PREVIOUS CONSULTATIONS**

**C. TIMELINE FOR SUBMARINE DISMANTLING CONSULTATION**

**D. SUBMARINE DISMANTLING CONSULTATION – DOCUMENT HIERARCHY**

**E. LOCAL EVENT PLANNING INFORMATION**

**F. CONTACT INFORMATION**

---

## 1. Introduction

### 1.1. This Document

- 1.1.1. This document sets out the principles and approach adopted by the Ministry of Defence (MOD) to Public and Stakeholder Engagement (PSE) on the Submarine Dismantling Project (SDP). It summarises PSE activities undertaken to date and the MOD's future PSE plans for SDP.
- 1.1.2. It then describes in more detail the arrangements for the forthcoming Submarine Dismantling Consultation, which will be the main consultation on specific technical and site options for removing radioactive materials from the submarines and on the approach to storage of Intermediate Level radioactive Waste (ILW).
- 1.1.3. A companion document (*SDP – Our Approach to Decision Making*<sup>1</sup>) describes the options being consulted on, the wider SDP decision making process and how PSE results will be taken into account. A list of frequently used abbreviations is at Annex A.

### 1.2. SDP Decision Making Process

- 1.2.1. There are three key decisions which must be reached to enable MOD to progress the project. These key decisions are:
  - How the radioactive materials are removed from the submarines (the technical options);
  - Where the radioactive materials are removed from the submarines (the initial dismantling site options);
  - Which type of site will be used to store the ILW that is awaiting disposal in the UK's proposed Geological Disposal Facility (GDF) (the interim storage options).
- 1.2.2. The screening and definition of the options (including the technical options) is described in *SDP – Our Approach to Decision Making*. The process and results for screening of candidate sites is described in more detail in the *SDP Site Criteria and Screening Paper*<sup>2</sup>. The initial dismantling site options have been identified as Devonport or Rosyth Dockyards, or a combination of both. The interim storage options have been identified in generic terms as types of site owned by MOD, industry or the Nuclear Decommissioning Authority (NDA) and also, in terms of their location, as either being at the point of waste generation (the initial dismantling site) or remote from it.
- 1.2.3. An initial assessment has been carried out on the options (in various combinations) that were not screened out, to understand their performance and cost. The output from this assessment and the proposals that MOD is making for taking the project forwards are the subject of the Submarine Dismantling Consultation. A Strategic Environmental Assessment (SEA) has been carried out, as an integral part of MOD's assessment of the options, and the resulting Environmental Report will also be consulted on.

---

<sup>1</sup> SDP – Our Approach to Decision Making, Issue 2.0 dated Sep 11 is available at [www.mod.uk/submarinedismantling](http://www.mod.uk/submarinedismantling)

<sup>2</sup> SDP Site Criteria and Screening Paper, Issue 2.1 dated May 11 is available at [www.mod.uk/submarinedismantling](http://www.mod.uk/submarinedismantling)

## **2. PSE Objectives and Principles**

### **2.1. PSE Objectives**

2.1.1. The objectives of PSE, throughout the project, are to:

- Provide local stakeholders and communities with the information they need, at the appropriate time, to understand the reasons for the SDP, the decision making process, the characteristics and implications of the alternatives considered, and the logic underpinning the MOD's proposals;
- Ensure that local and national stakeholders have the information they need, at the appropriate time, and opportunity to engage with the project, so as to inform MOD's decision making process.

### **2.2. Supporting Principles for PSE**

2.2.1. The MOD's PSE programmes for SDP will:

- Be genuine - the MOD will listen and take account of arguments that challenge its proposals, and explain how these have been accounted for in the decisions it makes;
- Be open – the MOD will make publicly available as much detail and supporting information as practicable, subject to the necessary constraints of confidentiality, such as to protect national security;
- Be inclusive – anyone who wishes to will have the opportunity to participate in local or national consultation activities;
- Be proportionate - greater emphasis will be placed on involvement in the issues that are of most significance and/or interest to stakeholders and the public, although we will not neglect those issues that are of lesser interest;
- Build on previous experience – we will ensure that good practice and the lessons learned from earlier consultations are taken into account (this will also ensure the experience gained from the latest consultation is shared with others);
- Comply with regulatory and MOD procedural requirements – we will aim to be consistent with good stakeholder engagement practice where practical and appropriate.

### **3. Review of PSE activities**

#### **3.1. Scope**

- 3.1.1. The SDP PSE arrangements include an ongoing programme for providing information to stakeholders and potentially affected communities plus comprehensive consultations to support and inform at key points in the decision making process.

#### **3.2. SDP Advisory Group**

- 3.2.1. The national SDP Advisory Group (AG) was set up in 2007 to offer independent constructive challenge and advice to the project team. It comprises a cross section of individuals from industry, professional bodies, specialist professions, academic institutions and Non Government Organisations (NGOs). Regulators and some other Government bodies attend as observers. The AG meets in public and the notes of all SDP AG meetings are available to the public on the SDP website.

#### **3.3. Ongoing Information and Awareness**

- 3.3.1. A database of interested parties is maintained (in accordance with the Data Protection Act<sup>3</sup>) so that updates and invitations can be issued as appropriate. Individuals or organisations can register an interest in the project through the website or by contacting the project team.
- 3.3.2. The SDP website ([www.mod.uk/submarinedismantling](http://www.mod.uk/submarinedismantling)) contains detailed information on the project, previous PSE and decision making, and the supporting documentation for forthcoming PSE programmes.
- 3.3.3. The SDP team provides briefings to elected representatives and Local Liaison Committees (LLCs) at the dockyards, as well as other government departments and statutory bodies.
- 3.3.4. A comment form is available on the website for people to ask questions, request further information or register for email updates. Furthermore, under the Freedom of Information Act 2000 and / or the Environmental Information Regulations 2004, everyone has the right to request information held by public authorities. Further advice for those wishing to make formal requests for information held by MOD can be found on the MOD website<sup>4</sup>.

#### **3.4. PSE and Option Assessments**

- 3.4.1. Between 2001 and 2004, two consultation exercises were conducted: the Front End Consultation (FEC) and Consultation on ISOLUS Outline Proposals (CIOP). The FEC explored factors that members of the public and other key stakeholders believed should be taken into account when developing a solution for submarine dismantling. The CIOP then considered proposals to meet the project's requirement put forward by four industry groups. A summary of the FEC and CIOP processes and outcomes is at Annex B. All recommendations that were made as a result of these earlier consultations have been taken into account in planning for the Submarine Dismantling Consultation. Many of the recommendations have informed the development of the project, in particular the options analysis which underpins the proposals

---

<sup>3</sup> [www.legislation.gov.uk/ukpga/1998/29/contents](http://www.legislation.gov.uk/ukpga/1998/29/contents)

<sup>4</sup> [www.mod.uk/DefenceInternet/FreedomOfInformation](http://www.mod.uk/DefenceInternet/FreedomOfInformation)

- 3.4.2. In 2010, in parallel with the screening of initial dismantling site options and interim storage options, certain bodies were consulted on the proposed scope of the SEA, as required by the SEA legislation. The SEA assessment work has now been completed and the SEA Environment Report will be consulted on, alongside the MOD's wider options assessment work, within the Submarine Dismantling Consultation.
- 3.4.3. The Submarine Dismantling Consultation will be an extensive PSE programme covering the evidence gathering and analysis to date; and MOD's proposals on how and where the radioactive materials should be removed from the submarines, and the options for storing the radioactive waste that is awaiting disposal in the UK's proposed GDF. It will include distribution of a consultation document and supporting information, 'road show' events for communities in and around candidate sites, stakeholder workshops, and facilities for online comment. Detailed plans are described in chapter 4 of this document.

## **4. Submarine Dismantling Consultation**

### **4.1. Overview**

- 4.1.1. The MOD has now completed its initial assessment of the key decisions as described in *SDP - Our Approach to Decision Making*. Based on this initial assessment MOD is in a position to make proposals for how and where the radioactive material is removed from the submarines. As outlined in chapter 3, MOD will also propose, for consultation, a way forwards for developing a solution for interim storage of ILW.
- 4.1.2. Before making recommendations, the MOD wishes to consult stakeholders and potentially affected communities in order to:
- Inform them about progress since the last consultation;
  - Seek comments on the latest stage of evidence gathering and analysis and the proposals that have been put forward;
  - Identify any other interests or concerns that might influence the decisions it needs to make.
- 4.1.3. The Submarine Dismantling Consultation has therefore been scheduled to commence on 28 October 2011 and to last for a period of 16 weeks. It will be based around a consultation document, fact sheets, and a comprehensive set of supporting technical reports.
- 4.1.4. There will be a number of ways for people to get involved, including:
- Reading and responding to the consultation document, either by post or email;
  - Attending one of the local events in and around Devonport and Rosyth;
  - Attending one of the two national stakeholder workshops.

### **4.2. Scope**

- 4.2.1. The consultation will seek the views of the public and stakeholders on MOD's proposals for the key decisions required to progress the project (as described in chapter 1) and its underpinning assessment. It will also seek views on the assessment of the environmental effects of submarine dismantling as set out in the SEA Environmental Report.

### **4.3. Strategic Environmental Assessment**

- 4.3.1. In parallel with its options analysis, MOD is undertaking an SEA. This is a formal and legally defined process which ensures that any potentially significant environmental, health and socio-economic effects are identified and assessed. These are then taken into account in the assessment of options.
- 4.3.2. The stakeholder engagement procedures for SEA are defined in the SEA legislation. In the first scoping stage of the SEA, the UK's statutory bodies and relevant other government departments and agencies have been consulted on the scope of the environmental assessment required. Due to the complexity of the project, MOD has undertaken this scoping stage in two parts. Firstly, consulting the statutory bodies on the environmental criteria but not the potential candidate sites for SDP activities and secondly

by adding the potential candidate sites, identified through a site screening study described in the *SDP Site Criteria & Screening Paper*. This enabled the site screening study itself to take into account comments received from Statutory Bodies on the environmental criteria.

- 4.3.3. Following Statutory Consultation, the scope of the SEA was updated and the Environmental Assessment stage began. The findings of the Environmental Assessment stage are documented in the SEA Environmental Report which will form a part of the Submarine Dismantling Consultation.

#### **4.4. Planning**

- 4.4.1. The process for the Submarine Dismantling Consultation has been designed in discussion with local authorities (including Plymouth City Council, Cornwall Council and Fife Council), other key stakeholders and members of the SDP Advisory Group, to draw on experience of how best to engage local communities, the wider public and other stakeholders. Initial guidance has also been taken from Local Authority Statements of Community Involvement.
- 4.4.2. The plans have also been benchmarked against good practice in other comparable consultations (for example, those undertaken elsewhere in Government and in the civil nuclear domain) and have been designed in accordance with the principles outlined in the *HM Government's Code of Practice on Public Consultation*<sup>5</sup>.

#### **4.5. Timeline**

- 4.5.1. The Submarine Dismantling Consultation will start on 28 October 2011 and the closing date for responses is Friday 17 February 2012. A timeline of events during the period is shown at Annex C.

#### **4.6. Notification**

- 4.6.1. Notification, approximately one month before the start, is the first formal step in the consultation programme.
- 4.6.2. All stakeholders identified in the project's database (see 3.3 above) will be notified of the dates and arrangements and encouraged to participate. The website will be updated in the run up to and throughout consultation period. Email updates will be sent to those who registered to be kept up-to-date via the website and a press release will be issued with information about the consultation plans. The arrangements for specific events will also be notified and advertised separately.
- 4.6.3. Local elected representatives (including Members of Parliament, Members of the Scottish Parliament and elected local authority members) will be offered a briefing at the start of the consultation period.
- 4.6.4. Local authorities have the power to scrutinise decisions taking place that affect their area, potentially including special hearings (although the formal process differs in England and Scotland). The MOD will cooperate with any local authorities that initiate such a scrutiny process.

---

<sup>5</sup> HM Government's Code of Practice on Public Consultation can be found at <http://www.berr.gov.uk/files/file47158.pdf>

#### **4.7. Consultation Document**

- 4.7.1. There will be a number of ways to provide input but the consultation document, its key questions and supporting material will be the focus of the consultation. While all comments will be welcomed, participants will be encouraged to submit their comments in a way that can be directly related to the document and its questions, which are designed to help the MOD to collate the comments it receives and apply them to its further analysis of the options.
- 4.7.2. The document will aim to provide sufficient information and explanation for both experts and non-experts to understand the project, the decision making process and the options being considered. Hard copies of the document will be available at public consultation events both locally and nationally. Copies will also be placed in libraries and council offices close to candidate sites. It will also be available on the SDP website.

#### **4.8. Supporting Documents**

- 4.8.1. Supplementary material and more detailed information for stakeholders with a particular interest will be available on the project website. It has been split into five levels according to the amount of technical detail the documents contain (see Annex D) to help participants navigate the range of documentation available. Anyone who wishes to, therefore, will be able to scrutinise the detail of the assessments that underpin MOD's proposals.

#### **4.9. National Workshops**

- 4.9.1. Two national, facilitated workshops are being held where key issues can be discussed in detail and considered from a national perspective. Whilst being open to all stakeholders and members of the public, they will be designed for stakeholders who have a strategic or specialist interest in the project, for example representatives of special interest groups, local authorities, industry, statutory bodies and other government departments. One will be held at the International Conference Centre (ICC) in Birmingham on 31 January 2012 and one at the Scottish Exhibition & Conference Centre (SECC) in Glasgow on 6 February 2012.
- 4.9.2. Each workshop will run from 11am to 4pm (although facilities will be available earlier, for those who want to preview materials, and later, for those wishing to continue informal discussions). The opening plenary session will include the welcome and introduction to the day, an overview of the project and consultation process. Participants will then divide up into groups to address each of four key topics in rotation, currently planned to be: 'the technical options'; 'initial dismantling'; 'ILW storage'; and 'environmental issues'.
- 4.9.3. The events will be open to anyone who wishes to participate but prior registration is required to ensure venue capacity is not exceeded. If demand exceeds capacity, the SDP team will seek to accommodate this so that all interested parties have the opportunity for face to face discussion.
- 4.9.4. The workshops will be advertised within the consultation materials, on the website and at consultation events. The project team will also extend direct invitations to appropriate individuals / groups.

#### **4.10. Local Public Exhibitions**

- 4.10.1. A five-day public exhibition will be held in each of the locations below, in the order shown. The venues have been selected to be accessible to local residents and with good public

transport links.

- Plymouth – Guildhall
- Fife – Carnegie Conference Centre, Dunfermline ( an additional 1 day exhibition has been arranged at Rosyth Civil Service Club)
- Cornwall – St Mellion Hotel and Torpoint Town Hall (and additional 1 day exhibition has been arranged at Saltash Guildhall)
- Edinburgh – Surgeons’ Hall
- Linlithgow – Burgh Halls (additional events added in response to recommendations from local stakeholders)

4.10.2. Planning information for these exhibitions is provided at Annex E. In addition to the exhibition, a range of hardcopy literature (including the Consultation Document and associated factsheets) will be available to take away. MOD staff, including members of the project team, will be on hand to listen to feedback, answer questions, and discuss any concerns. Feedback forms will be provided for visitors to complete.

4.10.3. The exhibitions will each be advertised two weeks in advance of the activity at a particular location, in local newspapers.

4.10.4. All events will be open to everyone, but local registered stakeholders and other potentially interested people and organisations known to the project team will be expressly invited (for example: elected representatives, strategic partnership/initiative member organisations, trade unions, local special interest groups and community networks).

4.10.5. Letters will also be sent to residents in streets close to the candidate sites two weeks prior to the local exhibition in their area informing them of the consultation arrangements.

#### **4.11. Local Workshops**

4.11.1. The exhibitions will be supplemented in each location by a number of facilitated workshops, held in separate rooms, to engage members of the public with the consultation questions and allow them to explore, more fully, any areas of interest or concern. Subject to demand, at least 5 workshops will be run per day with capacity to extend this if required.

4.11.2. Workshops will last up to 1.5 hours, with introductory presentations followed by a facilitated discussion / question session which can focus on one or more specific topics according to participants’ interests. One or more members of the project team will be present at these workshops to take questions and inform discussion. Breakpoints will be built into the format so that people will be free to join a workshop, participate in the discussions for as long as they want to, and then leave as they wish.

4.11.3. Participants will be enrolled on the workshops prior to and during the exhibition days. The workshops will be advertised in local newspapers, as part of the exhibition invitation letter and at the exhibitions. Registration in advance will be encouraged but registration on the day will be accommodated if there is space available.

4.11.4. Further information, including times and locations, for these local workshops can be found at Annex E.

#### **4.12. Employee Communications**

- 4.12.1. Established internal communications arrangements will be used to inform staff at the Dockyards and Naval Bases (MOD, industry and Service personnel) and at other MOD sites of the plans for consultation and to encourage them to participate. These include staff newsletters, intranet announcements and management briefings. The information provided will be identical to that available more widely and there will be no preferential access to the consultation.

#### **4.13. Contact Information**

- 4.13.1. Contact information for the project team (to make enquiries, register for events or request hardcopies of documents) and the FREEPOST address for submitting responses is at Annex F.

## **5. What Happens Next?**

### **5.1. Further Analysis of ILW Storage Options**

- 5.1.1. The Submarine Dismantling Consultation and subsequent assessment is expected to arrive at specific decisions on the technical and initial dismantling site options but only a generic decision on the *type* of site to be used for storage of ILW arising from SDP. It is acknowledged that the eventual selection of specific storage site(s) will require further assessment and public and stakeholder engagement. It is stressed that no submarine dismantling activities will commence until an agreed solution is established for storage of ILW.

### **5.2. Feedback Analysis and Reporting**

- 5.2.1. Comments and questions will be captured as the consultation process proceeds, acknowledged, recorded in a structured database, and fed into the project team for assessment.
- 5.2.2. Comments will be posted periodically on the web during the consultation (subject to the permission of respondents). Many comments may not necessitate a response beyond the original acknowledgement but, for those that do, a link will be provided to the appropriate Q&A or an individual response prepared.
- 5.2.3. Reports will be produced from all of the events that take place and, subject to agreement from the participants, will be published on the website.
- 5.2.4. Any comments received as part of the process, but after the closing date for the consultation, will only be considered by the project team as part of its considerations if it is practicable to do so.
- 5.2.5. A post-consultation report, summarising the responses received will be published after the completion of the consultation period.

### **5.3. Decision Making and Feedback**

- 5.3.1. At a later date, following further assessment of the options and consideration of the consultation responses, the Submarine Dismantling Project team will submit a Main Gate Business Case for internal MOD approval as part of the MOD's normal project management process. The Main Gate Business Case will make recommendations on the key decisions required to progress the project. On completion of this formal process, announcements will be made on these decisions, and feedback provided on the project website explaining how the consultation responses have been accounted for in reaching these decisions. Further information on the decision making process can be found in the document *SDP – Our Approach to Decision Making* available on the project website.

### **5.4. Next Steps**

- 5.4.1. Following decisions on the technical and initial dismantling site options, the selected options will be subject to subsequent planning permission and regulatory applications. These application processes have their own PSE requirements, including statutory requirements. Decisions on the interim storage options (the type of site to be used for storage of ILW) will be followed by further assessment work and associated PSE to select the specific site(s) to be used.

## **5.5. Evaluation**

- 5.5.1. The project team will seek feedback from those who provided responses to the consultation, from the SDP Advisory Group and from other stakeholders on the running of the consultation and its various events. This will allow us to evaluate its effectiveness and improve future PSE programmes. Lessons learned from this evaluation will be shared across MOD and wider Government.

## A. Abbreviations

Abbreviation	Meaning
SDP AG	SDP Advisory Group
CBO	Community Based Organisation
CIOP	Consultation on ISOLUS Outline Proposals
CSEC	Centre for the Study of Environmental Change (at Lancaster University)
EIR	Environmental Information Regulations 2004
FEC	Front End Consultation
FAQ	Frequently Asked Questions
FOI	Freedom of Information Act 2000
ILW	Intermediate Level Waste
ISOLUS	Interim Storage of Laid-Up Submarines
LLCs	Local Liaison Committees
MEP	Member of the European Parliament
MP	Member of Parliament
MSP	Member of Scottish Parliament
MOD	Ministry of Defence
NGO	Non-Government Organisation
PSE	Public and Stakeholder Engagement
SDP	Submarine Dismantling Project
SEA	Strategic Environmental Assessment
VfM	Value for Money

## **B. Summary of Previous Consultations**

### **Front End Consultation**

Under project ISOLUS (Interim Storage of Laid Up Submarines), which was the name of the , the MOD commissioned the Centre for the Study of Environmental Change (CSEC) at Lancaster University to conduct a Front End Consultation (FEC) between January and July 2001. The aim of the FEC was to ascertain the issues that the public and other stakeholders believed should be taken into account when deciding on the technical options and site(s) for the interim storage of the wastes.

The consultation included: 8 discussion groups, 4 stakeholder workshops, a citizens' panel and a website. It was overseen by a Steering Group.

The eight discussion groups were held at a variety of locations both near to, and distant from, existing sites of nuclear and/or submarine activities. The discussion groups were intended to gain the views of 'ordinary' members of the public, who would not normally contribute to traditional forms of consultation.

The four workshops were held in London, Plymouth, Manchester and Edinburgh to bring representatives of groups with different interests together, to generate discussion and to articulate concerns.

The citizens' panel involved 12 'ordinary' members of the public, who met together for four days over two weekends, to examine the issue, become informed, question expert witnesses and produce a report identifying their key concerns.

The 'Project ISOLUS Front End Consultation Final Report' and the MOD response are available in the document archive section of the SDP website. The report's 65 recommendations covered a wide range of topics, including: influences and responsibilities; the role of the private sector; links to future submarine programmes; development of trust and understanding; risk management; technical and siting options; and future consultation and independent scrutiny.

### **Consultation on ISOLUS Outline Proposals**

The MOD then invited commercial contractors to submit outline proposals for the management of the redundant submarines, which took into account the FEC findings and recommendations. These outline proposals formed the subject of the second round of consultation, the Consultation on ISOLUS Outline Proposals (CIOP).

CIOP ran from September to December 2003, and was again undertaken by CSEC under contract to the MOD. The aim was to ascertain public views and confidence about the outline proposals in their different aspects.

The consultation included: a national citizens' panel; a national stakeholder forum; public meetings; discussion groups at each named site; and a website. It was overseen by a Steering Group.

The National Citizens' Panel was comprised of lay people, including some from each of the named sites. The National Forum involved local authorities and environmental and peace groups

associated with the named sites.

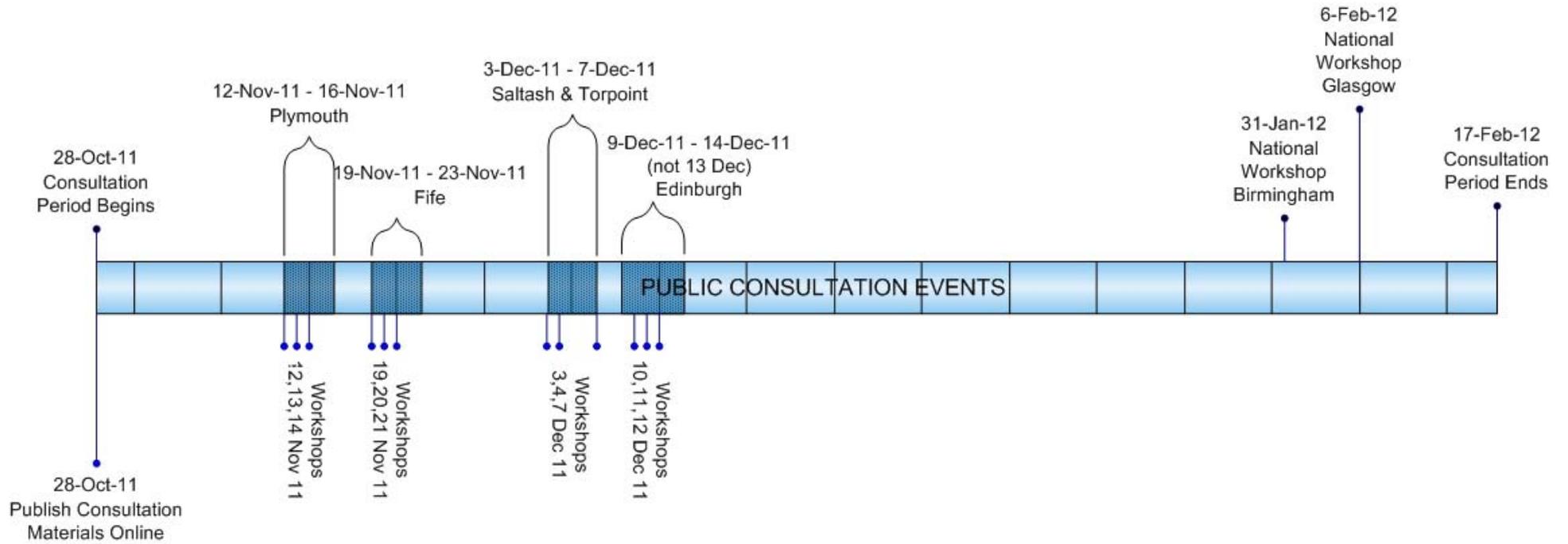
The consultation was advertised in the local media and an exhibition and public meeting were held at each named site. Two discussion groups were also held, each involving eight randomly recruited members of the public.

The 'CIOP - Project ISOLUS - Final Report' and the MOD response are available in the document archive section of the SDP website<sup>6</sup>. CIOP made recommendations on process and fed back on a range of factors likely to affect public views and confidence, including things relating to: roles and responsibilities; the technical and siting options; regulation and risk management; option assessment and justification of decisions; waste transport; communication; oversight, transparency and openness in respect of process and documents; community involvement; and the relationship to future submarine programmes.

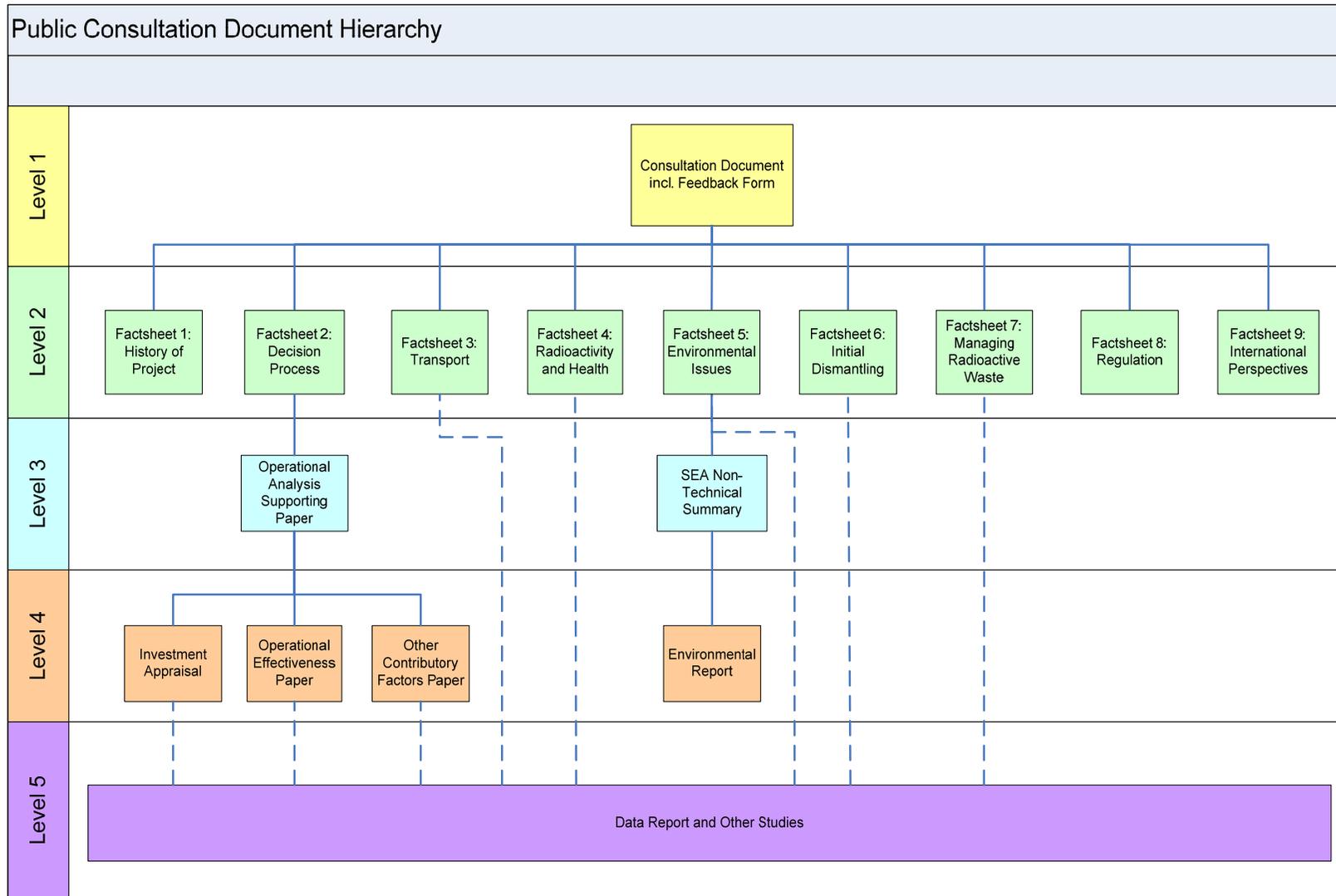
---

<sup>6</sup> <http://www.mod.uk/DefenceInternet/MicroSite/DES/OurPublications/SDP/Document+Archive/>

### C. Timeline for Submarine Dismantling Consultation



## D. Submarine Dismantling Consultation – Document Hierarchy



## E. Local Event Planning Information

### Plymouth

Venue:	<b>Plymouth Guildhall</b> Guildhall Square, Plymouth, Devon, PL1 2AA
Dates:	12 - 16 Nov 2011
Times:	Public Exhibition opens from 11am - 7pm each day.  Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00
Participants:	Local residents (specifically invited), local stakeholders, general public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Civic Centre and Local Libraries including: St Aubyn Library, Plymouth Central Library, Stoke Library

### Saltash

Venue:	<b>Saltash Guildhall</b> Saltash Town Council, The Guildhall, Lower Fore Street, Saltash, Cornwall, PL12 6JX
Dates:	2 Dec 2011
Times:	Public Exhibition opens from 11am - 7pm
Participants:	Local residents (specifically invited), local stakeholders, general public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Saltash Town Hall and Saltash Library

Venue:	<b>St Mellion Hotel</b> St Mellion, Saltash, Cornwall, PL12 6SD
Dates:	3 – 5 Dec 2011
Times:	Public Exhibition opens from 11am - 7pm each day  Workshops are on Sat & Sun starting: 11.30, 13.00, 15.00, 16.30, 18.00

Participants:	Local residents (specifically invited), local stakeholders, general public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Saltash Town Hall and Saltash Library

### **Torpoint**

Venue:	<b>Torpoint Town (Council) Hall</b> 1-3 Buller Road, Torpoint, PL11 2LD
Dates:	6 - 7 Dec 2011
Times:	Public Exhibition open from 11am -7pm each day  Workshops are on Wed 7 Dec starting: 11.30, 13.00, 15.00, 16.30, 18.00
Participants:	Local residents (specifically invited), local stakeholders, general public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Torpoint Town Hall, Torpoint Library, Fore Street, Torpoint PL11 2AG

### **Fife**

Venue:	<b>Carnegie Conference Centre</b> Halbeath Road, Dunfermline, Fife, KY11 8DY
Dates:	19 - 23 Nov 2011
Times:	Public Exhibition open from 11am -7pm each day  Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00
Participants:	Rosyth local residents (specifically invited), local stakeholders, general public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Parkgate Community Centre, Rosyth Branch Library and Fife Council offices.

Venue:	<b>Rosyth Civil Service Club</b> Halbeath Road, Dunfermline, Fife, KY11 8DY
Dates:	Tue 13 Dec 11
Times:	Public Exhibition open from 11am -5pm  Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00
Participants:	Rosyth local residents (specifically invited), local stakeholders, general public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Parkgate Community Centre, Rosyth Branch Library and Fife Council offices.

### Edinburgh

Venue:	<b>Surgeons' Hall</b> Nicolson Street, Edinburgh, EH8 9DW
Dates:	9 - 12 and 14 Dec 2011 ( <u>no</u> event 13 Dec)
Times:	Public Exhibition open from 11am -7pm each day  Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00
Participants:	General public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Edinburgh City Council office and Edinburgh City Central Library

### Linlithgow

Venue:	<b>Burgh Halls</b> Linlithgow Burgh Halls, The Cross, Linlithgow, EH49 7AH
Dates:	3, 4 and 5 Feb
Times:	Public Exhibition open from 11am -7pm each day  Workshops are on Sat, Sun & Mon starting: 11.30, 13.00, 15.00, 16.30, 18.00

In-Service Submarines  
Submarine Dismantling Project

---

Participants:	General public who attend based on the advertisement in local newspapers and general media coverage.
Other locations where materials available:	Edinburgh City Council office and Edinburgh City Central Library

## **F. Contact Information**

The project team can be contacted in the following ways, to make enquiries, register for events or request hardcopy materials:

**Email:** [DESSMIS-SDP@mod.uk](mailto:DESSMIS-SDP@mod.uk)

**Phone:** 030 679 83793 (messages can be left on voicemail outside working hours).

**Website Address:** [www.mod.uk/submarinedismantling](http://www.mod.uk/submarinedismantling)

### **Post:**

Submarine Dismantling Project  
Ash 1b #3112  
MOD Abbey Wood  
Bristol  
BS34 8JH

### **Feedback Forms**

To return feedback forms for the Submarine Dismantling Consultation by FREEPOST, please send to:

FREEPOST RSKJ-KRAH-YZRJ  
Submarine Dismantling Project  
C/o Green Issues Communications Ltd  
30-31 Friar Street  
Reading  
RG1 1DX