



Water Quality and Safety (WQS) Project

Hydrogeological PFAS
Steering Group
Terms of Reference V1.1

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Article 35: Formulation and development
of policies

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VERSION CONTROL

Version	Date	Reason for Version	Author
1.0	13/05/2025	Initial version for review	Terry Stevens
1.1	29/05/2025	Updated version following comments at first meeting	Terry Stevens

BACKGROUND AND CONTEXT

The Hydrogeological PFAS Steering Group has been convened to oversee the Government of Jersey's next phase of response to Per- and Polyfluoroalkyl Substances (PFAS) contamination. While this work is informed by the independent Arcadis Hydrogeological Study (Phase 2), which provided a detailed risk assessment and a high-level Remediation Options Appraisal (ROA), the group's remit is broader than any single report.

PFAS contamination in Jersey is closely associated with historical use of firefighting foams at the Airport and presents ongoing risks to surface water, groundwater, and drinking water resources. The Arcadis study identified several active pollutant linkages and recommended a coordinated programme of phased remediation to reduce PFAS mass flux and protect both human health and the environment. The Steering Group is a collaborative, multi-stakeholder strategy group, not a technical review body. It forms a key part of the wider Water Quality and Safety (WQS) Project, working alongside the PFAS Scientific Advisory Panel and in coordination with key stakeholders such as Ports of Jersey and Jersey Water. The group's work will evolve over time, shaped by emerging issues, evolving science, and the findings of the PFAS Panel.

The group is tasked with developing a remediation strategy that is evidence-led, proportionate, and deliverable, balancing environmental risk reduction with technical feasibility and cost-effectiveness. It will also oversee the prioritisation of remediation activities, ensure alignment with regulatory and health-based guidance, and support transparent communication with the public. Its work is essential to shaping future investment, regulatory controls, and stakeholder engagement on PFAS issues in Jersey.

PURPOSE

The Hydrogeological PFAS Steering Group is responsible for shaping, coordinating, and driving the delivery of a coherent PFAS Remediation Strategy that reflects the recommendations of the Arcadis Hydrogeological Study, advice from the PFAS Scientific Advisory Panel, and the strategic goals of the wider WQS Project.

While the Arcadis report is an immediate priority, the group's remit is broader and will evolve over time in response to emerging issues and evidence. The Steering Group ensures that remediation activities are evidence-based, proportionate, and targeted at reducing environmental and public health risks associated with PFAS. It plays a central role in aligning technical, regulatory, and operational workstreams, ensuring a structured approach to decision-making and progress tracking.

The Group also supports collaboration across key stakeholders, including Ports of Jersey, Jersey Water, and relevant Government departments. By providing a forum for discussion, coordination, and consensus-building, it fosters joined-up thinking and supports the development of integrated solutions to complex contamination issues.

While individual organisations retain their own decision-making authority, the Steering Group plays an important role in aligning the prioritisation of actions with shared evidence, strategic direction, and public interest.

Through its work, the Steering Group will contribute to the delivery of a long-term, sustainable remediation strategy that protects Jersey's water resources, public health, and environmental integrity.

ACCOUNTABILITY

The Group Director of Regulation retains accountability for the governance, performance, and overall progress of the Steering Group in supporting the development of a PFAS Remediation Strategy. This includes ensuring that the Group operates effectively, fulfils its remit, and contributes to the development of a robust PFAS Remediation Strategy in line with the commitments of the wider Water Quality and Safety Programme.

The Group Director is also accountable for ensuring that the Steering Group's outputs are aligned with Ministerial priorities, informed by independent scientific advice, and integrated into regulatory, operational, and policy frameworks as appropriate.

RESPONSIBILITIES

The Hydrogeological PFAS Steering Group ensures that remediation activities are prioritised, proportionate, and aligned with scientific evidence, regulatory expectations, and Ministerial commitments.

A core responsibility of the Steering Group is to guide the development of a PFAS Remediation Strategy by reviewing, evaluating, and sequencing actions informed by the Arcadis Remediation Options Appraisal (ROA), advice from the PFAS Scientific Advisory Panel, and other emerging sources of evidence. The Group will identify short-, medium-, and long-term priorities, ensuring they are grounded in robust risk assessment and aligned with available resources and delivery capabilities.

The Steering Group also monitors progress across remediation workstreams, assesses technical inputs and new data, and ensures that findings from the PFAS Scientific Advisory Panel are integrated into future planning. While it does not include public or community representatives directly, the Group recognises the importance of ongoing public engagement through other channels.

Coordination and collaboration are central to its function. The Group facilitates alignment between Government departments, Ports of Jersey, Jersey Water, and other key stakeholders, ensuring that actions are well understood, roles are clear, and interdependencies are managed.

In doing so, the Steering Group strengthens public confidence by demonstrating a transparent, science-led, and coordinated response to PFAS contamination, supporting the long-term protection of Jersey's water environment and public health.

MEMBERSHIP

The Hydrogeological PFAS Steering Group brings together representatives from across the Government of Jersey, Jersey Water, and Ports of Jersey to support a coordinated, evidence-led response to PFAS contamination. Members have been nominated based on their technical, operational, or strategic responsibilities in relation to water quality and PFAS management.

The group is chaired by the Group Director for Regulation.

Government of Jersey

- Senior Environment Officer – Water
- Head of Regulatory Support
- Assistant Director
- Senior Manager – Solid Waste Management
- Senior Operations Manager
- Environment Manager – Water/Air
- Head of Media Relations
- Group Director for Regulation (*Chair*)
- Regulation Standards Officer
- Technical Support Officer
- Senior Regulatory Improvement Officer
- Head of Land Resource Management

Jersey Water

- Head of Communications and Stakeholder Engagement
- Head of Water Quality
- Chief Water Operations Officer

Ports of Jersey

- Head of Infrastructure and Development Performance
- Head of Property
- Head of Commercial

Membership may be updated periodically as workstreams evolve and organisational needs change. Members are expected to attend meetings regularly or nominate a suitable delegate with decision-making authority.

QUORUM

A meeting of the Hydrogeological PFAS Steering Group will be considered quorate when the following conditions are met:

- The Chair (or a nominated delegate) is present; and
- At least one representative is present from each of the following stakeholder groups:
 - Jersey Water
 - Ports of Jersey
 - Government of Jersey, with a representative from each of the relevant Government teams actively contributing to the PFAS response

This approach ensures balanced representation across technical, and operational perspectives. If quorum is not met, the meeting may proceed for discussion purposes, but no formal decisions or group recommendations will be confirmed until a quorate meeting is held.

PROCESS

The agenda will be circulated to all members at least five working days in advance of the meeting and will typically include the following items:

Agenda No.	Agenda Item
1	Apologies and agreement of previous actions and decisions
2	Updates on remediation workstreams and technical inputs
3	Forward plan of key activities, decision points, and any other business (AOB)
4	Review of decisions made
5	Date and time of the next meeting

The Chair will assign ownership for actions during the meeting and will hold designated leads accountable for delivery. Meetings will be conducted in a spirit of shared responsibility, drawing on the collective expertise of members to shape a coordinated and practical remediation strategy.

The Steering Group will operate on the principles of open, constructive, and evidence-based discussion. All members are expected to uphold high standards of professionalism, integrity, and transparency, both during meetings and in any subsequent actions or communications.

The work of the Steering Group is advisory and strategic in nature and does not override or substitute any legal responsibilities conferred on individual officers or statutory bodies. Its operation complements existing obligations under the States of Jersey Law, the States of Jersey Employees Law, the Public Finances Law, and the Freedom of Information Law.

MEETING FREQUENCY

The Steering Group will convene every four weeks to review progress, assess emerging evidence, and guide the development of the PFAS Remediation Strategy. Extraordinary meetings may be called at the discretion of the Chair to respond to urgent matters, time-sensitive decisions, or critical developments in scientific or operational areas.

ACTION AND DECISION LOGS

An up-to-date action log and decision log will be maintained to support transparency, accountability, and effective follow-through. These logs will record key outcomes, assigned responsibilities, and delivery timelines, and will be made available to all Steering Group members for reference and review ahead of each meeting.