

Minutes of the 76th AWE Local Liaison Committee Meeting

Wednesday 26th March 2014 at AWE Aldermaston

Present:

Dr Andrew Jupp	MD, AWE Chairman LLC
Cllr Philip Bassil	Brimpton Parish Council
Cllr John Chapman	Purley on Thames Parish Council
Cllr Penee Chopping	Ufton Nervet Parish
Cllr Keith Gilbert	Padworth Parish Council
Cllr Gerald Hale	Woolhampton Parish Council
Cllr Heather Leighton-Jones	Pangbourne Parish Council
Cllr Clive Littlewood	Holybrook Parish Council
Cllr Mollie Lock	Stratfield Mortimer Parish Council
Cllr George McGarvie	Pamber Parish Council
Cllr Ian Montgomery	Shinfield Parish Council
Mr Jeff Moss	Swallowfield Parish Council
Cllr Irene Neill	West Berkshire Council
Cllr Barrie Patman	Wokingham Borough Council
Cllr John Robertson	Mortimer West End Parish Council
Cllr Jane Stanford-Beale	Reading Borough Council
Cllr Marilyn Tucker	Basingstoke & Deane Borough Council
Cllr Clive Vare	Aldermaston Parish Council
Cllr Tim Whitaker	Mapledurham Parish Council
Cllr Jenny Williams	Silchester Parish Council
Cllr Mike Broad	Tadley Town Council
Cllr David Leeks	Tadley Town Council
Cllr Susan Mullan	Tadley Town Council
Cllr David Wood	Theale Parish Council
Julie Taylor	Director Environment, Safety, Health & Quality, AWE
Fiona Rogers	Head of Corporate Communications
Carolyn Porter	External Comms & Marketing – LLC Secretary
Michele Maidment	External Comms & Marketing – LLC Administrator
Philippa Kent	AWE
Liz Pearce	AWE
Robert Cottrell	AWE
Jude Brunskill	AWE
Samantha McRea	AWE
Zoe Lambden	AWE
Johann Walker	AWE

Regulators:

John Lindsay	Office for Nuclear Regulation (ONR)
Andrew Pembroke	Environment Agency

Apologies

Apologies had been received from: Cllr Chishick, Cllr Jackson-Doerge, Cllr Livingston, Cllr Longton, Cllr Richardson, Cllr Shirt and Cllr Souden.

Actions from the last meeting

Action 1/74: Further statistical information on the Skills Academy to be collated and presented at a future meeting.

Presentation LLC 76

Action closed

Action 4/74 A joint WBC/AWE presentation was offered for a future meeting to look at the ALDEX exercise focusing on agencies involvement and collaborative working.

Invitation to be issued.

Action ongoing

Action 5/72 A specific request from Councillor Gardiner to invite a representative from the local emergency authorities to explain in more detail how they work with AWE.

Invitation to be issued.

Action ongoing

Action 1/75 Invite Professor Randewich to attend a future LLC meeting.

Invitation to be issued

Action ongoing

Action 2/75 In response to a request from Cllr Wood, AWE to make a summary of the Chair's opening remarks available in members' meeting packs.

These were included in members' packs at LLC 76 and will be included in future.

Action closed

Action 3/75 Invitation to Paul Cooper to report on next phase of ESH Culture Improvement Programme

Invitation to be issued

Action ongoing

Action 4/75 Report on LRQA and Annual Review of the Environment at next LLC meeting

Included in LLC76 ESH & Q update

Action closed

Action 5/75 A Waste Classification presentation, supported by the Environment Agency to be organised for a future LLC meeting.

Waste Awareness Presentation given at LLC 76

Action closed

Action 6/75 The Chair of the LLC and JSG to revisit the options for future committee membership criteria.

Feedback delivered LLC 76 (ongoing)

The Minutes of the 75th Meeting were accepted as a true record of the meeting.

Membership Changes

Dr. Jupp welcomed back Cllr Marian Livingston from Reading Borough Council who takes the place of Cllr Rose Williams.

Chairman's update

Dr. Jupp advised members that since the last meeting a small group of volunteers from the LLC committee have worked with AWE to review the new style Environment, Safety and Health (ESH) quarterly report. He paid thanks for their input in making the report more accessible.

MoD Submarine Dismantling Project

Dr. Jupp mentioned that the LLC were updated at the last meeting on the status of the MoD's selection process for an interim storage site for intermediate level radioactive waste following the dismantling of defueled nuclear submarines.

Dr. Jupp went on to advise members that both AWE Aldermaston and AWE Burghfield are named on the provisional short list the MOD has published of sites that may be suitable for the safe storage of Intermediate Level Waste from dismantled submarines until it can be disposed of in the UK's planned Geological Disposal Facility.

John Davis, Programme Manager from the MoD Submarine Dismantling Project Team wrote to all elected LLC members on the 13th February advising them of the provisional shortlist and inviting two representatives to attend the pre-engagement workshops at Abbey Wood or Penrith. Dr. Jupp stated that it is the understanding of the AWE that no LLC member was able to attend.

Dr. Jupp advised that the purpose of the pre-engagement workshops was to seek views on the criteria that should be considered during the main assessment of shortlisted sites and to help shape the forthcoming public consultation which will start towards the end of this year. No decisions will be made about which site is elected until this process is complete.

Regulatory Issues

Dr. Jupp informed members that since 1999 two Licence Instruments (LI) relating to Intermediate Level Waste (ILW) management have been placed on AWE by the Office for Nuclear Regulation (ONR).

The more recent and currently extant LI, LI511, was issued in March 2007 and required AWE to reduce in volume and encapsulate at least 1000 nominal 205 litre ILW feed drums by February 2014.

AWE undertook work to provide a facility to carry out these operations at the Aldermaston site, but in 2011, the company reached the view that the proposed option was unlikely to be the best solution to the ILW. In August 2011, AWE plc informed the ONR that it would not be able to meet the terms of the LI by the due date.

Since then, AWE plc has remained in dialogue with the ONR and worked closely with the Nuclear Decommissioning Authority, and other organisations that hold nuclear site licences similar to ours, to find a long term solution.

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The ONR recognises that the issue relates to the medium and long term management of ILW, and that the current conditions in which the waste is stored are acceptable. It does not give rise to significant risk to the public or the AWE workforce.

Dr. Jupp told members that AWE plc remains committed to managing waste in a safe and compliant manner and that it has made significant progress over the years' in the treatment and storage of radioactive waste which has been recognised by ONR. Improvements include robust inspection regimes, new stores, modern assay and radiography enabling better characterisation of waste including reclassification to lower levels and disposal. AWE has reduced ILW production by 50% per annum through improved decontamination techniques and packaging density.

Technical Outreach and Alliances

Over the last period, AWE invited researchers from Oxford University to take part in the first academic access experiments at AWE's world-leading Orion laser facility.

Orion's main purpose is to support the deterrent programme, however the Ministry of Defence, which owns the AWE sites and facilities, has committed up to 15% of Orion system time each year to cutting-edge collaborative academic research.

The experiments currently underway at the laser, form part of AWE's technical outreach work with academic institutions and are of international interest - increasing understanding of, among other things, conditions found at the cores of giant planets such as Jupiter or Saturn.

Our Community

Our AWESome Education programme, supporting STEM subjects in schools, continues to thrive with the launch of a Young Scientist of the Year competition for secondary school pupils in Year 9 and a Special Achievement Award presented to a 9-yr old pupil of North Waltham Primary School for setting up a lunchtime science club. Next month AWE's graduates will start going out to schools across Basingstoke and West Berkshire as part of a wider programme to raise the profile of STEM subjects at primary level. This is the first stage of a Primary Science Challenge which AWE is running with educational charities, the Basingstoke Consortium and West Berkshire Education Business Partnership.

Dr. Jupp expressed how pleased AWE is to have helped North Hampshire Medical Fund reach the finishing line in their Pinpoint Appeal. AWE's £5,000 contribution will enable the fund to purchase the much needed, state-of-the-art CT scanner for the new radiotherapy unit at Basingstoke Hospital to be opened this spring.

Our People

Dr. Jupp told members that AWE apprentice Samantha McRae received a very special invitation from the Deputy Prime Minister to a Whitehall reception to mark National Apprenticeship Week earlier this month. The event celebrated the inspirational work carried out by female apprentices across the country. Samantha is a great example of this and we were absolutely delighted and proud that she had the chance to represent AWE's contribution to building a strong UK skills base in science, engineering, maths and technology.

The 5% Club

In February AWE became one of the first companies to pledge continued support for young people in industry by signing up to The 5% Club. This new industry-wide initiative involves companies pledging 5% of their workforce to apprenticeships, student, or graduate training programmes.

With over 60 years' commitment to supporting young people through our industry-leading apprenticeship and graduate schemes, the signing of this charter illustrates AWE's continued contribution to ensuring the UK retains its reputation for innovation and addressing the problem of youth unemployment.

Advanced Management Programme

Dr Jupp shared some personal development news with members when telling them that he has been selected to take part in an Advanced Management Programme, delivered by the Harvard Business School in Boston, USA. He advised that the programme spans eight weeks, brings together senior business leaders from across the globe and is a once in a lifetime opportunity for him. He looks forward to applying all that he learns to operations at AWE.

Dr. Jupp advised that AWE's Commercial Director Rob Fletcher will step into the role of Acting Managing Director during his absence.

Environment, Safety, Health and Quality Report

Julie Taylor, Director Environment, Safety, Health & Quality

Julie Taylor gave an overview of Safety and Quality performance highlighting successes and opportunities for improvement during the period.

AWE ESH&Q performance highlights from the past quarter include:

ESH Performance Delivery

- AWE's excellent ESH performance in construction continues
- There are improving safety trends across site with 'Incident and Injury Free' workshops being rolled out across site promoting awareness.

Industry Benchmarking and Best Practices

- Accredited National Skills Academy training course "Process Safety Management for Operations"

Key Stakeholder Interactions

- Mensa Regulatory Permissioning – the Office for Nuclear Regulation (ONR) has agreed to the project proceeding to the next stage which comprises the manufacture and installation of the radiological containment system and the building services. This has been achieved ahead of schedule.
- Annual Review of the Environment – this was hosted by AWE in February and gave the organisation an opportunity to highlight to the Environment Agency (EA) and West Berks Director of Planning the positive progress it has made in a number of areas.
- LRQA Surveillance visit – in November Lloyds Register Quality Assurance Ltd carried out their first surveillance visit for the current certification period. Management systems were reviewed against ISO9001:2008, ISO14001:2004, and QSS 001:2007 in order to assess and

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recommend continued accreditation. The visit went well and a number of good practices were identified in their audit report.

- In December all actions relating to the Environment Agency's Enforcement Notice of Environmental Permit were completed and reported. This involved completion of a Best Available Techniques (BAT) assessment for the tritiated waste store and five assurance activities. The EA have spent a day on site undertaking verification checks, and formal close out was achieved on the 12th February.

Improvement Opportunities

Although this period has shown an overall improvement in our personal injury rate there have been a number of minor hand injuries. Safety forums are being used to focus on personal safety awareness and PPE selection in order to help address this going forward.

Following the fire at AWE's Aldermaston site in 2010 and the subsequent fine for breaches of Health and Safety legislation, AWE plc has worked with the Royal Society for the Prevention of Accidents (RoSPA) to re-evaluate the appropriateness of the awards which AWE plc had received from RoSPA since the incident.

Both organisations recognise that it is very important for companies receiving awards to be industry leading. As such, and to ensure that the integrity of the RoSPA award scheme is maintained, we have agreed with RoSPA that it would be appropriate to return all the gold awards given since the date of the incident.

During the sampling period 30 January to 6 February 2014, an air monitor detected slightly raised levels of plutonium at the site boundary. These readings were notified to the regulators. They showed an elevated level of plutonium, which is accounted for by increased demolition activity and resultant increased dust levels in the vicinity. The increased dose at the air monitor was well within safe limits set by regulators and less than that received from eating a single brazil nut. Readings have since returned to normal.

Perfect Day Performance

There were no Community complaints during this period. March will reflect a noise complaint that has been traced back to a fan on a building. This was closed down to affect repairs or replacement as necessary.

Cllr Whitaker referred to the maximum individual radiation dose against program data. He questioned whether the readings would level out or decrease

Julie Taylor advised that these are cumulative figures so would not decrease, but that based on the known programme of work they were forecast to remain well below the maximum level

Update on ESH reporting improvement activity

Julie Taylor thanked the sub-group members for their comments and feedback on the draft Environment, Safety, Health and Quality Report. Members were told that the new report has subsequently been published and copies were made available to them at the meeting. It will be posted on the AWE website.

Future reports will be integrated into the new AWE Web pages, consisting of regular features each quarter and new topical articles. Future feedback from members and the community on AWE's new reporting style would be welcomed.

Cllr McGarvie referred to the copyright wording on the back page of the report which stipulates that the content may not be disclosed. He suggested that this is contradictory to the aim of the report.

Fiona Rogers said that she would investigate a more appropriate wording.

Key ESH events – next quarter

- There will be an AWE internal review surrounding the events of Licensing Instrument 511.
 - An update on AWE's ESH Culture Improvement programme will be given at the next meeting
 - Stakeholder Interactions:
 - LRQA will be revisiting AWE in April for their planned surveillance visit.
 - There will be familiarisation visits for the newly appointed regulatory leads from ONR following their change to public corporate status on the 1st April. Julie Taylor advised members that the ONR personnel AWE are currently dealing with are changing and we will ensure that we engage with the incoming personnel effectively.
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Infrastructure Report

Haydn Clulow, Director Site

This meeting's infrastructure update focused on the significant progress made over recent years in the organisation's approach to waste reduction through a presentation made by **Johann Walker, Head of Waste**. In her presentation Johann covered regulatory requirements, compliance arrangements, accountabilities of the Waste Services Group, waste generation and disposal strategy and approaches, recent achievements and future opportunities.

Cllr McGarvie asked what happens to AWE's recovered waste (black bin liner waste).

Johann Walker advised that waste disposal contractor Veolia is responsible for this.

Cllr Tucker asked what happens to AWE's confidential waste,

Johann advised that this is shredded, incinerated and removed from site under escort by a specialist contractor.

Cllr McGarvie referred to ISO14001 and asked about any targets for improvement imposed on Waste Management by LRQA

Johann advised that there has been only one observation by LRQA in the last four years and that it related to the quality standard on documents of decommissioning.

Ask the Regulator

John Lindsay of the **Office for Nuclear Regulation** (ONR) updated members on the changes to the organisation following the move to public corporation status under the Energy Act 2013 from 1st April 2014. ONR will retain the independent powers necessary to regulate the nuclear industry and provides the regulator with a stronger identity that will help increase public awareness of its role and responsibilities. John Lindsay presented an overview of the key changes to the regulatory responsibilities as they affect AWE. The organisation has launched a new website (www.onr.org.uk) carrying the new ONR brand and published a new Enforcement Policy Statement and Annual Plan for the year ahead.

Cllr McGarvie enquired whether the expertise in the 'nuts and bolts' of safety will be safeguarded by smaller teams.

John Lindsay confirmed that small teams of consultants with expertise would be available.

Cllr Tucker asked which body would be responsible for planning permission around nuclear sites.

John Lindsay advised that this would continue to be ONR.

Andrew Pembroke of the **Environment Agency** notified members of the agency's new website to be launched in April (www.gov.uk/environmentagency). He also made reference to Stuart Parr's comments at a previous meeting in connection to honey bees and confirmed that honey is part of the HABITAT survey.

Update on Project Phoebe

Chief Engineer (Sites and Assets) provided an update on the remedial work to the manufacturing facility affected by structural corrosion. As previously advised, regular inspections of the facility during 2012 identified degradation at the base of framework columns. Manufacturing processes were suspended and a project created to remediate civil engineering shortfalls of the structure. Detailed inspection of the building including the roof and development of a 3D finite element model of the building have been completed on schedule. AWE is currently undertaking the required civil engineering works to return the building to operational use. The structural engineering inspection of the remainder of the complex has been completed.

AWE Apprenticeship Programme

Robert Cottrell, Skills Academy Manager

Robert Cottrell gave a presentation on the AWE Apprenticeship programme. Members were given a brief history of the academy and then told about the current framework and its requirements.

Key statistics reported included:

- The post apprentice retention statistics highlighted an 83.9% retention rate after four years. AWE's; this is above the national average.
- Females account for 5% of apprentices nationally; AWE's scheme has just under 6%.
- 50% of apprentices are 15-19 years old and 50% are 19yrs plus. The programme aims to recruit the 'right' people, regardless of age and includes a comprehensive selection process to facilitate this.

Rob was supported in his presentation by three of AWE's female apprentices. Two of these ladies completed apprenticeships last year; one in mechanical engineering and one in electronics. The other is currently in her third year of a mechanical maintenance apprenticeship.

They each told members about their background, reasons for joining the AWE Skills Academy, and the excellent support and acceptance shown them in a male dominated environment. All three stressed how important the programme has been in affording them the opportunity to pursue their chosen interest in Engineering and to their career development.

LLC Joint Steering Group (JSG) Update

Fiona Rogers, Head of Corporate Communications

Fiona Rogers advised members that in line with Action 5/75, options for future LLC membership criteria are being considered by the JSG. Revised proposals will be put to the full LLC for consideration.

Cllr Stanford-Beale tabled a comment on behalf of Reading Borough Council regarding the need to reach a satisfactory decision on the membership representation requirements.

Any other business

Cllr Neill asked about the restrictions imposed by MoD on the information AWE is permitted to share.

Dr. Jupp advised that there is a distinction between MoD owned and AWE plc owned information and that AWE plc is not at liberty to share MoD owned information/press lines without their approval.

Fiona Rogers added that she has been in discussion with the MoD over the issue which gave rise to this question.

Post Meeting Note: MOD had recognised there may be occasions when an issue related to AWE will be an MOD lead for media purposes. It has been agreed that where possible for the future, LLC members will be informed of any issue (MOD or AWE plc led) which may result in them being approached directly by members of the press.

Fiona Rogers also informed members about AWE's forthcoming 'Voice of the Stakeholder' research. The purpose of the research, the first in AWE's history, is to gain quantitative and qualitative feedback from a range of stakeholders, on levels of understanding and attitudes about the organisation. A sample of local residents, organisations, and LLC members will be contacted shortly by the appointed third party research organisation, inviting them to participate in the field work.

2014 Meeting Dates

Wednesday 4th June

Wednesday 17th September

Wednesday 17th December

Carolyn Porter
LLC Secretary