

Minutes of the 72nd AWE Local Liaison Committee Meeting

Wednesday 13th March 2013 at AWE Aldermaston

Present:

Dr Andrew Jupp	MD, AWE Chairman LLC
Julie Taylor	Director Environment, Safety, Health & Quality, AWE
Steve Fussey	Director, Site (out-going)
Haydn Clulow	Director, Site
Fiona Rogers	Head of Corporate Communications
Linda Llewellyn	External Comms & Marketing – LLC Secretary
Michele Maidment	External Comms & Marketing – LLC Administrator
Cllr Dave Shirt	Aldermaston Parish Council
Cllr Roger Gardiner	Basingstoke & Deane Borough Council
Cllr Patricia Garrett	Baughurst Parish Council
Cllr Philip Bassil	Brimpton Parish Council
Cllr Tim Whitaker	Mapledurham Parish Council
Cllr John Robertson	Mortimer West End Parish Council
Cllr George McGarvie	Pamber Parish Council
Cllr Heather Leighton-Jones	Pangbourne Parish Council
Cllr John Chapman	Purley on Thames Parish Council
Cllr Marian Livingston	Reading Borough Council
Cllr Marjory Bisset	Shinfield Parish Council
Cllr Jenny Williams	Silchester Parish Council
Cllr Mollie Lock	Stratfield Mortimer Parish Council
Cllr Chris Souden	Sulhamstead Parish Council
Mr Jeff Moss	Swallowfield Parish Council
Cllr David Leeks	Tadley Town Council
Cllr Susan Mullan	Tadley Town Council
Cllr Carol Jackson-Doerge	West Berkshire Council
Cllr Royce Longton	West Berkshire Council
Cllr Irene Neill	West Berkshire Council
Cllr Barrie Patman	Woking Borough Council
Paul Cooper	AWE
John Steele	AWE
Mike Weedon	AWE
Geoff Druce	AWE
Philippa Kent	AWE
Liz Pearce	AWE
Jo Golding	AWE
Helen Skidmore	AWE
Justin Woodley	AWE
Jonathan Newman	AWE
Darrell Knight	AWE
Rachel Strickland	AWE

Regulators:

Shaun Welsh	Office for Nuclear Regulation (ONR)
Steven Kinghorn-Parry	Office for Nuclear Regulation (ONR)
Stuart Parr	Environment Agency

Apologies

Apologies had been received from Cllr Broad, Cllr Chishick, Cllr Chopping, Cllr Gilbert, Cllr James, Carolyn Richardson, Cllr Round, Cllr Tucker, Cllr Vare, Cllr Willis, Cllr Wood & John Lindsay ONR.

Actions from the last meeting

Action 1/71: Julie Taylor apologised for the **missing dose data** for October and November: updated data would be issued with the minutes of the meeting
Data sent out with December minutes. **Action closed**

Action 2/71: Complaints data will be presented in future meetings and the corporate complaints procedure circulated for information
Corporate complaints data is now part of the ESH Report and a copy of the Corporate Complaints procedure provided within meeting information pack. **Action closed**

Action 3/71: Regarding the **petroleum storage depot** at Padworth Common, full details of the depot alarm test regime will be sent to all LLC members before the test regime goes live. West Berkshire is also planning to provide information

This date is still under discussion. LLC will be informed as soon as a decision is made. Post Meeting Update – alarm testing is not now due to commence until 3rd May 2013. AWE will contact LLC members with details during April.

Action on-going

Action 4/71: Regarding **Land Use Planning, Carolyn Richardson** was invited to the March meeting to provide an update on this issue but was unable to attend. (See also **Ask the Regulator**)

Action on-going

Action 1/72: Land Use Planning: Carolyn Richardson to provide an update at the June meeting.

The **Minutes of the 71st Meeting** were accepted as a true record of the meeting.

Chairman's Remarks

Andrew Jupp, Managing Director

1. Director Site

Over the past two years **Steve Fussey** has been a valued member of the Executive Team during which time he has been instrumental in the development of our Site Management and operations approach and an active and committed contributor to the working of the LLC. After 28 years with the organisation, he's expressed a wish to scale back his commitments so we've been looking for a successor to take on the role of Director Site.

Welcome to **Haydn Clulow** who formally took on the role last week (4th March) after a four week intensive handover programme working with Steve, the Executive Team and senior managers from across the Site directorate. Haydn brings a wealth of experience in operations, business transformation and HR gained from 22 years in a wide range of blue chip engineering industries including Rolls Royce, Lucas, Unipart, Bentley Motor Cars (VW Group) and since 2003, BAE Systems.

Steve is taking on a Technical Consultant role, working directly for me on a number of projects, whilst continuing as a member of the Coulport Alliance Board, and acting as a company spokesman. As this is his final LLC meeting, I know you will want to join me in thanking him for great stewardship as Director, Site and for his contribution to the work of the LLC over the past two years.

2. Customer Changes

We were delighted to host a week long familiarisation programme for the new Head of Strategic Weapons, **Andy MacKinder** who will be taking over from Clive Billiald, Head of the MOD SW project team, at the end of April. Andy's extensive knowledge and insight into the submarine and nuclear deterrent programmes, coupled with industry secondments in Babcock focused on delivering business performance improvement, ensures strong continuity in the customer relationship over this next pricing period.

3. Site related issues

a. ActionAWE (Action Atomic Weapons Eradication)

Many of you may already be aware of a protest initiative in the local area which is called **Action Atomic Weapons Eradication** (AAWE). This initiative has been formed to unite the efforts of several well-known protest groups (such as CND and Greenpeace) under one banner. The aim of the group is to influence the Trident replacement decision expected in the next Parliament. Over the next three years AAWE plan to hold a series of non-violent demonstrations and some of these will be held at or near our Burghfield and Aldermaston sites.

As this is an off-site activity, Thames Valley Police (TVP) is leading on the co-ordination of information on future protests. We are working with TVP to make sure the latest information is given to staff and local residents in a timely manner. TVP will be issuing information to media, radio, neighbourhood watch groups, and schools to reach people who use the roads near our sites on a regular basis. They are working closely with partners at West Berkshire District Council, Hampshire Constabulary and Ministry of Defence Police to ensure all protest activity is peaceful.

A dedicated website www.ActionAWE.org provides details on the planned dates of action the most immediate being 16 March: CCND walk from AWEB to AWEA and 1 April: CND Easter demo.

AWE recognises the democratic right of individuals to participate in lawful and peaceful protest activities. Our on-site security as well as the Ministry of Defence Police will ensure that safety and security at AWE sites is not compromised as a result of the protest action.

b. Improvement Notice – Older Manufacturing Facility

We confirmed at our December meeting that we had received an improvement notice from ONR concerning one of our older manufacturing facilities at Aldermaston. During a routine inspection last year, the Company reported corrosion on structural steelwork. Further inspections found incidences of degradation of some of the other structural components. At that time, AWE immediately suspended routine operations to enable us to carry out essential maintenance prior to the resumption of normal operations. ONR has been kept fully informed throughout this period. The improvement notice formalises much of the inspection and review activity that has already been carried out and provides a target date for completion of the required remedial work.

We received some anticipated press interest at the beginning of the year with the publication of **ONR's Project Assessment Report (PAR)**. The PAR summarises the circumstances which led ONR to its decision to take enforcement action in relation to this corrosion.

AWE takes any regulatory action very seriously and is working closely with the ONR to ensure that its inspections, safety measures and planning for remedial work are carried out with their full knowledge and consent. The ONR report recognises that it is not the case that AWE acted recklessly, or that appropriate standards were ignored. It also acknowledges the prompt action AWE took, after it had discovered the extent of the problem, to inform the regulator and protect their personnel.

Councillor McGarvie stated that he had seen the local TV coverage and in his opinion the comments made by the spokesperson from NIS would have unnecessarily alarmed local residents.

Steve Fussey confirmed that the inspection programme is checking all buildings of a similar construction, no significant issues have been found.

c. Fire prosecution

At the December meeting, we confirmed that the case was referred for a **Plea and Direction hearing at Reading Crown Court** in March. This court date was provisionally scheduled for 11 March but has now **moved to the 27th March**. It will be at this hearing that we expect to enter a plea. In view of the on-going legal situation, any further comment would be inappropriate at this time. **Post Meeting Update:- AWE attended Reading Crown Court on Wednesday 27th March for the plea and case direction hearing. No plea was entered at the hearing and the case has been adjourned until May 16th.**

4. Business achievements

a. Coulport vesting

Since the contract was announced last July, we have been working closely with the established MOD employee team already based at Coulport to ensure a seamless transition of operations. The 1st January 2013 marked the **formal vesting day** with the successful transfer of existing MOD employees into the alliance organisation, allowing us to build on their experience, commitment and knowledge, to deliver and sustain operational services for the deterrent programme in the long-term.

b. Industry/academia links

We hosted the **Annual Meeting of the Centre for Inertial Fusion Studies** (CIFS) at the Orion laser facility. The CIFS programme, based at one of our Strategic Alliance universities, Imperial College London, acts as a gateway for AWE scientists to interact with academia and industry in the field of laser driven, inertial fusion science. The forum was attended by 35 scientists from both France and the US, making it the largest CIFS meeting ever held.

As part of AWE's industry relationship-building activity, a technical symposium between AWE and **Defence Science Technology Laboratory (Dstl)** was recently held at the MoD's Defence Academy in Shrivenham. The forum involved around 50 technical experts both from AWE and Dstl sharing best practice and showcasing technical successes in areas relating to materials, modelling, physics and threat assessment.

5. Community involvement

a. AWESome Education

Three recent events are great examples of the passion and commitment shown by so many of our people to **inspiring the next generation of scientists, engineers and technologists**.

- A team of graduates and apprentices organised and hosted a very successful Secrets of Science event at Tadley Community Centre last week with over 80 pupils aged 11-13 from local school.
- Winners of last years' A-Level Science challenge, pupils from St Bartholomew's School, in Newbury were given an exclusive tour of our Orion Laser facility.
- And as part of our mentoring programme, Year 10 students studying at the Costello School in Basingstoke spent a day hearing about the history of the deterrent and what it's like to be an apprentice, given a tour round the Educational Collection and then experienced the latest laser scanning and digitising technology.

We'll be hearing more from some of our graduates later in the programme.

Environment, Safety, Health Report

Julie Taylor, Director Environment, Safety, Health & Quality

Julie Taylor presented an overview of Safety and Quality Performance over the last period including successes and regrets in the period, the outcome from the Perfect Day Review and changes to the criterion plus key events scheduled over the coming quarter.

Councillor Shirt asked with reference to the Perfect Day Community Complaint criteria who determines what is and what is not valid, and can the LLC be updated on the outcomes?

Andrew Jupp responded that himself, Julie Taylor and Lindsey Appleton make that judgement and to his knowledge there have been no invalid complaints

Action 2/72: Community Complaint data including outcomes to be included in the quarterly ESH data
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Councillor Leeks asked if AWE received complaints that were not related to AWE would be passed on to the relevant local councillors?

Andrew Jupp confirmed these would be passed on to the respective local council and/or authority.

Councillor Shirt queried the discrepancy in the Community Complaint data presented in the pack and the presentation.

Julie Taylor apologised for this error confirming there were three complaints received during the December to February period.

Infrastructure Report

Steve Fussey, Director Site

Steve Fussey's report focused on two key areas – Decommissioning & Demolition and Traffic Management – both supported by presentations.

Decommissioning & Demolition

Geoff Druce, Head of Decommissioning Operations

Geoff Druce gave a comprehensive presentation on the decommissioning of a particular facility from the initial build in the 1950's through the decommissioning phase and onto final demolition scheduled for later this year. He emphasised the importance of and hence careful attention paid to both the safe disposal of waste and material recycling. A video was shown which demonstrated AWE's approach to all stages of the decommissioning process on another facility.

Councillor Bisset asked whether the new facilities are being built with decommissioning in mind?

Steve Fussey confirmed the lessons being learnt from our decommissioning experience are actively fed into all new build activity and is what our regulators require us to do.

Councillor Gardiner asked how soon after demolition is a site considered ready for re-development?

Andrew Jupp responded that land is cleared in a controlled way and returned to green field condition so is potentially available for immediate use. There is no immediate requirement to use currently cleared land; this is banked for future development as required by the programme.

Councillor Whitaker requested an update on the Pangbourne pipeline study?

Steve Fussey stated that the trials information is still being analysed and all options need to be thoroughly evaluated. It is therefore unlikely AWE will be in a position to make recommendations before the 3rd Qtr this year. These will be shared with the LLC nearer the time. The pipeline is being continually monitored and presents no immediate hazard.

Traffic Management

John Steele, Planning Development Manager

John Steel gave a presentation on traffic management at AWE, including the AWE Travel Plan which includes an on-going commitment to reduce the traffic around our sites through targeting a reduction in traffic at source. He shared feedback from West Berkshire Council citing AWE's joint working approach and commitment to investment on road improvements and travel planning as an "example of best practice". AWE's single occupancy vehicle (SOV) target has been exceeded and the organisation is continually looking at ways to overcome the peak time congestion at Main and West Gates, including using postcode data to redirect staff to alternative gates such as the Boiler House.

Councillor Lock asked if anything can be done to reduce congestion at Welshman's Road (Mortimer) junction?

John Steele confirmed that West Berkshire Council had looked at various local options but as of yet no decision had been made.

Councillor Shirt asked what was happening with the no right turn at the Boiler House?

John Steele confirmed that an application had been submitted to West Berkshire Council to remove the no right turn and widen the road. Once WBC has approved the design the works would be completed as soon as possible. This should enable more traffic to use the Boiler House entrance. **Post Meeting Update: the works were completed over the weekend of 23/24 March and came into operation for in-muster on the 25 March.**

Councillor Shirt asked if there are any plans for additional parking at the Boiler House gate?

John Steele stated there are no plans at present for this.

Steve Fussey added that AWE is aware of the traffic management issues and is continuing to use car stacking management at all its gates.

Update on the LLC Joint Steering Group (JSG)

Councillor George McGarvie
Fiona Rogers, Head of Corporate Communications

Councillor George McGarvie (Chairman, LLC Review Joint Steering Group) gave an update from the last JSG meeting held in January. In response to a request from NIS (Peter Burt) to discuss the findings from their review "Opening the Gates" published last year, Mr Burt was invited to give witness for the first half hour of the meeting. With the exception of the Head of Corporate Communications, who attended in an observer capacity, AWE representatives did not take part to give Mr Burt the chance to express his views freely. Cllr McGarvie summarised the main points raised by Mr Burt and JSG members' response to these.

Cllr McGarvie went on to confirm the recommendations from the review that are already in hand and the following principles tabled for comment and/or agreement today.

- To carry out a community survey,
- Review the profile and representation of local authority representation (e.g. balance between Wards and Parishes)
- Review and strengthen LLC Terms of Reference (TOR)
- Introduce an LLC members' 'Code of Conduct'
- Introduce a formal 'familiarisation' programme for all new LLC members
- Develop communication guidelines to improve consistency in communication between LLC members and their local community
- Invite representatives from relevant stakeholder groups and/or organisations (e.g. emergency services, NHS, business community) either on a standing basis or when agenda topics or issues would benefit from their input.
- Include an AWE employee and Union representative on a permanent basis
- Be open to staging Public Forums when there is a clear requirement to engage a wider cross-section of the local community

The following general points were raised:

Councillor Longton stated that in his opinion the current frequency of meetings is acceptable with the provision of special/emergency meetings as and when required (ref TORs)

Councillor Bisset felt the current TORs did not make it clear whether LLC members were able to shape meeting agendas. **Andrew Jupp** confirmed any member can request an item to be included on the agenda. This will be made more explicit in the new TORs and Code of Conduct.

Stuart Parr (EA) made the observation that other Site Stakeholder Groups have an independent Chair and include representatives from the regulators on the top table.

This last comment prompted further discussion on the **role and appointment of the LLC chair** specifically. Key points made during this exchange are summarised below:

- Whilst the MD of AWE has accountability of AWE sites to the customer and shareholders, this is undertaken in the full knowledge of the duty of care this role has to the local community and staff, many of whom are members of the local community.
- One of the key roles of the Chair is not to preclude discussion on any issues that are of interest or concern, subject to the safety and security constraints AWE is required operate within. This has been the experience of members to date.
- Members felt the current Chair's extensive knowledge, experience and understanding of the organisation adds weight and credibility to the discussions – and added credibility of the chair with the general public.
- There was recognition that there are practical but no less important responsibilities that come with being Chair e.g. attendance at every meeting and the considerable administrative workload that is associated with the planning and running of the LLC.

- There was clear consensus at the end of the discussion that the present Chair commanded the confidence and support of the LLC membership.
- Appointing a formal deputy would be considered when reviewing the Terms of Reference and Code of Conduct.

One of the short term recommendations from the review was to publish LLC members' details on the AWE website and in Connect. As a matter of urgency permission should be gained from all members for their data to be used in this way. It is also an opportunity to capture other relevant data e.g. profiles, council roles, primary/secondary contact numbers etc. to ensure details held are fully up to date.

Action 3/72: Fiona Rogers to develop a LLC Review implementation plan including timeline; work to commence on the redrafting of the Terms of Reference and Code of Conduct for consideration at the next meeting.

Action 4/72: An LLC member details proforma to be issued to LLC members by end April

Action 5/72 There was 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.

Ask the Regulator

Councillor Shirt referred to the **draft ONR Land Use Planning paper** recently issued by email to the LLC Members (and also supplied in the meeting pack). He asked for confirmation when this would be finalised and issued as formal document.

Shaun Welsh (ONR) confirmed the paper had been agreed by senior management that this was the appropriate strategy and approach. He also confirmed the document is already in the public domain and should be considered as final; there will be no further changes.

Councillor Longton asked if this paper could be shared with others?

Andrew Jupp replied that he would prefer to see the document reissued as a final, approved version before it was shared with others.

Councillor Bisset asked whether, even though WBC are the owners of the offsite emergency plan, do the ONR consult with other neighbouring authorities?

Shaun Welsh, ONR confirmed this was the case.

Councillor Neill reiterated the importance of hearing first hand from WBC on their reaction to the ONR proposal.

See Action 1/72

Action 6/72: Shaun Welsh confirmed that, ONR will reissue the paper as a formal approved document. LLC Secretary to distribute to the LLC members upon receipt.

The AWE Graduate Experience

An informal presentation was given by a group of graduates **Justin Woodley (ex-Apprentice)** and **Jonathan Newman, Darrell Knight and Rachel Strickland** on their experience of the AWE Graduate Programme. This encompassed the scope and breadth of professional development, the unique learning through working approach, personal learning and achievement gained from a variety of placements across the company, participating in the AWE Team Challenge, working with local schools on the AWESome Education initiative and the reassurance of a confirmed job at the end of the programme.

Councillor Lock asked how many graduates AWE recruits each year.

Helen Skidmore, Graduate Scheme Manager indicated that approx. 40 graduates are recruited from several hundred applications. AWE intake has doubled over the last two years. There are currently around 102 graduates on the scheme.

Any Other Business

Councillor Leeks asked when does AWE intend to start work on the revised Falcon car park access.
Steve Fussey confirmed this was not imminent although we are undertaking option studies as part of the consideration of the longer term traffic management plans.

Councillor Mullan asked for an electronic copy of the minutes to be sent to the Clerk of Tadley Town Council.
The LLC Secretary confirmed that LLC members will be asked to specify their preferred postal and email address on the members' details proforma to be sent out before the end of April.

Councillor Shirt asked if AWE were in a position to deal with a hedge affecting visibility on Reading Road.
Steve Fussey confirmed this would be looked into and we would get back to Cllr Shirt.
Councillor Whitaker congratulated AWE on the significant improvements to site access at the main gate reception. This was echoed by several other LLC members.

Remaining 2013 Meeting Dates

Wednesday 12th June 2013

Wednesday 18th September 2013

Wednesday 11th December 2013

Linda Llewellyn
LLC Secretary