

Minutes of the 77th AWE Local Liaison Committee Meeting

Wednesday 4th June 2014 at AWE Aldermaston

Present:

Mr. Haydn Clulow	Director Site, Acting Chairman LLC
Cllr Philip Bassil	Brimpton Parish Council
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 Barrie Patman	Wokingham Borough Council
Cllr John Robertson	Mortimer West End Parish Council
Cllr Jane Stanford-Beale	Reading Borough Council
Cllr Carol Jackson-Doerge	West Berkshire District Council
Cllr Royce Longton	West Berkshire District Council
Carolyn Richardson	West Berkshire District Council
Cllr David Shirt	Aldermaston Parish Council
Cllr Marilyn Tucker	Basingstoke & Deane Borough Council
Cllr Roger Gardiner	Basingstoke & Deane Borough Council
Cllr Patricia Garrett	Baughurst Parish Council
Cllr Mike Broad	Tadley Town Council
Cllr David Leeks	Tadley Town Council
Cllr David Wood	Theale Parish Council
Fiona Rogers	Head of Corporate Communications
Andrew Dunderdale	Head of Operational Experience and Learning
Graham Day	Head of Site Capability and Sustainment
Andrew Randewich	Chief Scientist
Carolyn Porter	External Comms & Marketing – LLC Secretary
Michele Maidment	External Comms & Marketing – LLC Administrator
Philippa Kent	AWE
Liz Pearce	AWE
John Steel	AWE
Martin Desay	AWE
Paul Cooper	AWE
Kevin Cole	AWE
Bob Barclay	AWE

Regulators:

Gary Booth	Office for Nuclear Regulation (ONR)
David Watson	Office for Nuclear Regulation (ONR)

Invited

John Davis	MOD - SDP Team
Linda Eadie	MOD - SDP Team
Lucy Samuel	MOD - SDP Team

Apologies

Apologies had been received from: Cllr Chapman, Cllr Chishick, Cllr Chopping, Cllr Livingston, Cllr Neill and Cllr Vare.

Actions from the last meeting

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.
Presentation given at LLC 77

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 5/75 LLC Chair and JSG to revisit the options for future committee membership criteria.

Options paper agreed

Action closed

The Minutes of the 76th Meeting were accepted as a true record of the meeting.

Membership Changes

Haydn Clulow announced that Cllr Chris Souden representing Sulhampstead Parish Council has stepped down from the LLC after eight years and thanked him for all his support during his membership.

Chairman's update

Hayden Clulow told members that he was chairing the meeting on behalf of Andrew Jupp who has been away in the United States on an Advanced Management Programme at Harvard Business School. He added that Andrew only flew back this week so after an intense few months was taking some leave before his return to work.

The chairman went on to introduce other speakers and welcomed Andrew Dunderdale from AWE ESH team, who leads AWE's operational experience and learning area and would be providing the update on AWE's ESH performance for the last quarter, standing in for Julie Taylor. He mentioned some members may already have met Andrew when they worked with AWE on the new style ESH quarterly report.

The chairman went on to mention that Professor Andrew Randewich would be joining the meeting to give an insight into his work as AWE's Chief Scientist.

Finally, the chairman welcomed John Davis, Programme Manager and two of his colleagues from the MoD Submarine Dismantling Project Team, Linda Eadie and Lucy Samuel. He reminded members that AWE had updated them at the last LLC meeting on the status of the MoD's selection process for an interim storage site for intermediate level radioactive waste following the dismantling of de-fuelled nuclear submarines. He told members that John would be explaining how the public consultation process will work and the detail of the sites assessment strategy.

Support for incident in Tadley

The chairman remarked that members may have seen in the news that AWE had been called to assist at a Hampshire police incident at an address in Tadley on May 18th. He reminded members that part of AWE's role is to provide national specialist support on incidents involving radioactivity. He explained that our experts carried out radioactive monitoring at the site and of a container that had been found; results confirmed low level radioactive readings that posed no threat to members of the public. AWE is working with the Environment Agency to determine the optimum safe disposal route for the container. Based on the information available, there was no evidence to suggest the source material is from AWE.

Regulatory Issues

AWE fire detection and alarm systems

The chairman referred to the recent notification to members that AWE had identified and reported to the Office for Nuclear Regulation (ONR) in February 2014, two separate instances of fire detectors not working at two of the facilities holding radioactive material.

He explained that following a site-wide review, the company has now provided assurance to the ONR that all its detection systems are now fully functional.

He added that once the problems were identified immediate action was taken which included maintenance work and complete systems testing which established there were no further issues. More stringent management controls relating to fire alarm systems were also introduced in response to the incidents.

Although neither of the two incidents resulted in injury or exposure to radiation, AWE fully acknowledges the importance of all fire detector systems being fully operational and will continue to work openly and collaboratively with its regulators to improve safety standards.

The AWE sites have comprehensive fire detection and response systems, including on-site fire and rescue services.

A mid to longer term plan for ensuring the adequate and effective maintenance and operation of fire detections systems has been agreed with the ONR.

In response to **Cllr Stanford Beale** question as to the reason why the detectors were not working, **Graham Day** explained this was due to a failure in maintenance regime resulting in detectors switched off during maintenance not being brought back on line. The associated lighting zone control panel did not make this immediately obvious. There was no problem with the remainder of the fire alarm system. The maintenance procedure has now been changed to prevent any re-occurrence of the problem and the system is now checked on a daily basis.

Our Community

Community Survey

The chairman updated members on the stakeholder survey currently underway. The survey is seeking views from LLC members, local residents, schools and community groups. Around 1,500 questionnaires have been circulated and a smaller sample of follow-up interviews conducted. This work is being carried out by an independent research company.

The aim of the survey is to gauge local perceptions about AWE, the effectiveness of its community programme and more generally AWE's communication and engagement approach with the wider community. The results of the survey are due at the end of July and AWE expects to share these with members at the September meeting.

A number of members who had been contacted for interview provided feedback on their experiences and the questionnaire content. Fiona Rogers welcomed all comments and confirmed these would be fed back to the research agency.

Action 1/77 Fiona Rogers to report on the results of the Community

Supporting STEM in Schools

The chairman reported that later in June teams of graduates will be running two inter-school competitions for primary age children The Primary Science Challenge and the Chain Reaction Challenge. Both competitions are designed to enthuse youngsters in science, technology, engineering and mathematics (STEM) at an early age. AWE is also continuing to work with secondary age pupils through its mentoring programme, passing on knowledge to help young people who want to follow careers in STEM.

Finally, the chairman announced that AWE was delighted to attend the opening of the new state of the art CT scanner at Basingstoke Hospital in May. AWE's Charitable Fund contributed the final £5000 that made this vital new facility available to the community.

Environment, Safety, Health and Quality Report

Andrew Dunderdale, Head of Operational Experience and Learning

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

ESH Performance Delivery - highlights

- This period has shown an improvement in AWE's personal injury rate, with a 12 monthly rolling OSHA Total Recordable Injury Rate (TRIR) of 0.459 at the end of March, the lowest rate since 2007. Whilst levels remain low, targeted improvement programmes are addressing a slight rise in minor first aid injuries. These focus on leadership behaviours and wellbeing issues, such as how to avoid musculoskeletal problems.
- The Jacobs Presidents Award has been awarded to AWE's Cygnus project team. The award benchmark is for over 300,000 construction man hours with no Lost Time Injuries or First Aid cases. To date, this team has exceeded this target with no Lost Time Incidents or First Aid cases since 2007.
- AWE's third party certification assessment has now concluded and ongoing certification to ISO9001:2008, ISO14001:2004 and NAFEMS has been agreed by the LRQA (Lloyds Register Quality Assurance).
- Best practice guides developed for the industry through the Safety Directors Forum Working Group (SDF)
- Overall an improving Perfect Day performance for the quarter with April recording five ill-health and work-related injuries requiring low level medical treatment. This is reflective of the increase in manufacturing and construction activity across the site.

Next quarter key events

- **ESH Culture Improvement Plan**
 - AKT Productions – working with this theatre company AWE is developing a workshop focused on re-enactment and learnings from major incident scenarios.
 - ESH Culture Steering Group – this is now in place and brings together a cross section of employees and a diverse range of knowledge and experience to help inform and shape the next stage of AWE's safety culture programme
 - Senior manager walk-throughs – these are part of each Facility Managers' toolkit and encourages greater management involvement and engagement with all aspects of front line operations.
- **Stakeholder Interactions:**
 - Joint ONR/AWE workshop to discuss LI511 next steps following completion of the AWE internal review.
 - AWE to attend ONR's Energy Act workshop to develop deeper understanding of the regulator's change in status

Site Update

**Graham Day, Head of Site
Capability and Sustainment**

Protester Activity

Graham Day advised members of the planned “Wool against Weapons” demonstration on the 9th August. This will involve a number of anti-nuclear organisations and has the potential to attract considerable media attention. AWE is working with MDP and Thames Valley police to minimise any disruption and will keep the LLC and local residents informed on developments as appropriate.

Members were reminded that unannounced activity can take place anytime as experienced Monday 19th May at AWEB Pingewood Gate where seven protestors locked on across the Gate denying staff access. The protest was dealt with effectively.

Corporate Complaints

Graham Day reported the two corporate complaints received this year were raised by the same complainant and related to noise from AWE(A) during silent hours. Investigations have traced this to a defective roof top extractor fan which has been mended.

The reduction in Corporate Complaints since 2007 has been achieved by thorough investigation and prompt action to address problems supported by regular communications and engagement with immediate neighbours, local residents and the LLC.

Old Laboratory Workshop Demolition

Graham Day reported on the progress since the presentation by Geoff Druce last year. All hazards have been removed and demolition safely completed.

Cllr Montgomery asked whether there had been any soil contamination

Graham Day advised that soil and air monitoring has been ongoing throughout the demolition process and whilst there have been occasional elevated HVAS readings due to increased dust levels, they remained well below the regulatory level.

Science at AWE and Chief Scientists Role

**Professor Andrew Randewich
AWE Chief Scientist**

Professor Randewich gave a presentation on the importance and growth of science at AWE, the role of Chief Scientist and his personal career path that led to this appointment. He talked to members about the challenge of providing science-based evidence of reliability and safety, the importance of science innovation, the value of AWE’s outreach programme and most of all the outstanding talent that exists within AWE’s science and engineering community.

Ask the Regulator

Both Dave Watson and Gary Booth attended from ONR. EA was not represented. No questions were raised in respect of either regulators’ reports.

LLC Review Joint Steering Group Update

Fiona Rogers summarised the recommendations set out in the LLC membership options paper, endorsed by the JSG and AWE Executive and sent to members in advance of the meeting. These are.

- Existing LLC committee membership will be left intact
- It introduces the suggested DEPZ criteria (proposed by the JSG) as the principle criteria for agreeing new membership of elected members in the future.
- Ashford Hill with Headley Parish Council and local MPs invited to join the LLC
- Local Liaison meetings will continue to be held on a quarterly basis.
- No permanent sub groups will be established however ad-hoc sub-groups will continue to be convened on a temporary basis (ESH report sub group is such an example)
- Environment, Safety, Health, Site Operations will continue to be addressed at the main LLC meeting

Cllr Locke queried why Mortimer District Council is not represented.

Fiona Rogers confirmed all parishes falling within the DEPZ zones for the AWE A site are represented. This includes Mortimer West End Parish Council. In addition, there are seven elected members from borough, county and unitary authorities that cover parishes that fall within the DEPZ for both sites.

Jeff Moss asked for clarification on principle criteria for agreeing new membership of elected members in the future.

Fiona Rogers referred to the revised Terms of Reference and Code of Conduct, developed by the JSG last year and endorsed by members. This sets out the agreed terms of membership for both current and future elected members. This will be re-circulated to members for reference.

Fiona Rogers also talked about the intention to extend AWE's community engagement through a new Community Partnership Group with its own elected membership and terms of reference. This is to help shape AWE's wider community engagement strategy, a key part of AWE's sustainability plan and enable current activity to be better integrated e.g. AWESome Education programme, charitable giving and widening this to include for example, local environmental groups, businesses and volunteer organisations.

Following further discussion, the Chair of the JSG, **Cllr McGarvie** requested approval from members to the recommendations tabled and that these should be formally adopted. The members approved these recommendations.

Any other business

Cllr Gardiner asked why AWE was not represented at the Tadley Treacle Fair

Michele Maidment said that although there was not a physical presence, the AWE Community Committee has sponsored the climbing wall and a plaque on display.

Cllr Shirt asked if the ONR and EA reports normally issued to members at the meeting could be sent to them in advance of the meeting.

Fiona Rogers confirmed, subject to these being available from the regulators in time, these would be circulated in advance.

UNCLASSIFIED

Cllr Leeks asked whether AWE is actively looking at other ways of creating electricity on site, for example installing solar panels.

Graham Day advised that AWE is continually looking at energy efficiencies and with any new build this is always a key requirement.

Jeff Moss referred to Julie Taylor's mention of RoSPA awards at LLC76 and asked how many awards were returned.

Andrew Dunderdale advised that it was three awards for the years 2011, 2012 and 2013.

Cllr Wood asked if they could be updated on the Pangbourne Pipe Line (PPL) at the next meeting

Action 2/77 Haydn Clulow to give an update on PPL

Submarine Dismantling Project (SDP)

John Davis, SDP Programme Manager presented on the background to the project, details of the assessment strategy for all shortlisted sites, and how the public consultation process will work.

Following the presentation members were invited to make comment and ask questions. There was an interest expressed by some members in what direct benefits (e.g. financial/employment) might be available to the councils they represented. In responding to these questions the view was expressed that employment opportunities would be limited and that direct financial benefits would be subject to the planning processes. Other pertinent questions included:

Cllr Chapman – asked if there would be any 'show stoppers' to final selection, for example level of objections?

John Davis advised that the assessment criteria would be applied equally to all short listed sites

Cllr Longton – asked if Scottish independence would bear any influence?

John Davis advised that each site will be considered equally but if there is a 'Yes' vote, this may have an impact on the site located north of the border..

Cllr Montgomery asked about the scope of consultation around each site.

Linda Eadie confirmed the SDP team will work closely with AWE on the approach. Planning is at a very early stage but further details would be available by September.

Action 3/77 DEPZ area to be checked and SDP informed

At the request of members the SDP team will attend the next LLC meeting to give an update.

2014 Meeting Dates

Wednesday 17th September

Wednesday 17th December

Carolyn Porter
LLC Secretary