



**Minutes of the 83rd AWE Local Liaison Committee Meeting
Wednesday 2nd December 2015
AWE, Aldermaston**

Present:

Haydn Clulow	Director Site, Chair
Kevin Bilger	Managing Director, AWE
Cllr Philip Bassil	Brimpton Parish Council
Cllr Graham Bridgman	West Berkshire Council
Cllr John Chapman	Purley on Thames Parish Council
Cllr Jonathan Chishick	Tidmarsh with Sulham Parish Council
Cllr Penee Chopping	Ufton Nervet Parish Council
Cllr Roger Gardiner	Basingstoke and Deane Borough Council
Cllr Gerald Hale	Woolhampton Parish Council
Cllr Barbara Jones	Theale Parish Council
Cllr David Leeks	Tadley Town Council
Cllr Clive Littlewood	Holybrook Parish Council
Cllr Mollie Lock	Stratfield Mortimer Parish Council
Cllr Royce Longton	Burghfield Parish Council
Cllr George McGarvie	Pamber Parish Council
Cllr Ian Montgomery	Shinfield Parish Council
Cllr Ian Morrin	West Berkshire Council
Mr. Jeff Moss	Swallowfield Parish Council
Cllr Barrie Patman	Wokingham Borough Council
Cllr Jonathan Richards	Basingstoke and Deane Borough Council
Cllr John Robertson	Mortimer West End Parish Council
Cllr David Shirt	Aldermaston Parish Council
Cllr Steve Spillane	Silchester Parish Council
Cllr Jane Stanford-Beale	Reading Borough Council
Cllr Clive Vare	Aldermaston Parish Council
Cllr Tim Whitaker	Mapledurham Parish Council
Fiona Rogers	Head of Corporate Communications
Mark Hedges	Site Manager
Paul Rees	Head of Environment, Safety and Health
Carolyn Porter	AWE – LLC Secretary
Philippa Kent	AWE
John Steele	AWE
Peter Caddock	AWE
Kevin Cole	AWE
Bob Barclay	AWE
Geoff Druce	AWE
Sharon Wheeler	AWE

Regulators:

Andrew Pembroke	Environment Agency
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Visitors:

Jacqui Scott	Living Paintings
JoJo Blythen	Whizz-Kidz
Kayleigh Millar	Whizz-Kidz

Apologies

Apologies had been received from Councillors Lynn Austin, Keith Gilbert and Richard Smith; and Carolyn Richardson, Emergency Planning Officer for West Berkshire Council. Apologies also received from Bruce Archer, Principal Site Inspector from the Office for Nuclear Regulation.

Actions from the last meeting

Action 2/82 Fiona Rogers to ensure the reviewed travel plan is accessible on the AWE website; **John Steele** to provide copy direct to Cllr Spillane

The 2015 review is covered later in the meeting.

Action ongoing

The Minutes of the 82nd Meeting were accepted as a true record of the meeting.

The Chairman introduced AWE's Managing Director Kevin Bilger who gave an insight into his role and shared his focus and agenda to modernise AWE. He reiterated the importance of the LLC as AWE's key link with the community and in holding the organisation to account, and re-assured members of his on-going commitment to the LLC as an important link with AWE's neighbours.

1. Chairman's update

Local road closures and diversions

The chairman asked members for their help in keeping local residents informed about the impact of the road closures/diversions in their localities associated with the site cabling project. Regular updates are being provided to the LLC members in affected parishes, to supplement the weekly email updates and letter drops from SSE and their subcontractor Durkin. AWE realises these works are impacting on the local community and through traffic. We are working with our contractors, to minimise this as far as possible. He confirmed members would be given the latest update on planned schedule of works during December and early into the New Year later in the meeting.

Company awards and memberships

The Chairman reported that for the fifth year in succession the AWE Construction team has been awarded the prestigious British Safety Council Sword of Honour for Project Mensa, the new assembly/disassembly facility which is being built at AWE Burghfield.

The AWE graduate programme has been re-accredited by the Institute of Materials, Minerals and Mining. In total the programme is accredited by seven professional institutions which provide an external benchmark of training and development opportunities.

AWE supports major international event in emergency response

AWE continues to contribute to the UK's overall nuclear safety and counter terrorism agenda. Our National Threat Reduction (NTR) team supported a major international

emergency response exercise convened under the auspices of the Global Initiative to Combat Nuclear Terrorism (GICNT).

AWE experts joined over 100 international policymakers, law enforcement officers and security specialists at an event in London to share good practice in the field of emergency planning, response and mitigation.

Community engagement

AWE's 2016 apprenticeship recruitment campaign launched last month with applications open for the September 2016. The closing date is mid-January and further details can be found on our website www.awe.co.uk

The campaign included a visit by local students to our Skills Academy giving over 30 year 10 and 11 pupils the opportunity to look round AWE's training facilities and take part in an engineering challenge run by the apprentices. On December 1 the AWE team were in Tadley library hosting an open day event where instructors and students were on hand to answer questions about all the engineering disciplines. Over 700 pupils and parents attended.

A particular highlight in October for our AWESome Education programme was a science challenge put on by our graduates. A-level students from Newbury, Reading and Basingstoke came up with innovative ways to tackle a host of scientific problems including identifying a route through a maze for a laser beam to travel and estimating chemical reaction times by performing colour change experiments.

Questions on Chairman's update

Clr Locke asked if AWE would consider running a similar 'apprentices open day' event in Mortimer Library.

Fiona Rogers confirmed AWE would look at this option for a future event.

<p>Action 1/83 Corporate Communications to consider running an 'apprentice open day' at Mortimer Library.</p>
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Action ongoing

Environment, Safety and Health Update

Paul Rees, Head of Environment, Safety and Health

Performance during the period

Paul gave an overview of the perfect day performance covering the period July to September 2015. He reported that during 2015 there have been 84 perfect days.

During the reporting period there had been four process or plant safety related events. There had been no regulatory action, zero valid community concerns and zero significant events.

The number of occurrences of work related ill-health or a work related injury requiring treatment above first aid was slightly higher than normal. The occurrences comprised mainly of cuts, slips and back pain.

He reported that the OSHA TRIR and OSHA First Aid rates continue to decrease and that AWE has industry and world leading performance rates. This is demonstrated by the award of the British Safety Council Sword of Honour.

Highlights

AWE is progressing the schedule and assessments with ONR for the Periodic Review of Safety which is required for specific facilities as part of our site license. These are repeated at least every 10 years

The Annual Review of Safety and the Annual Review of the Environment have been completed.

The independent 3rd party auditor, Lloyd's Register Quality Assurance Limited (LRQA) visited again as required for the Certificate Renewal Planning Programme. A recent interim audit showed that AWE remains on course for re-certification in February 2016

Improvement Initiatives

Stop for Safety - As part of our ongoing safe and secure improvement programme, AWE will be holding a 30 minute "Stop for Safety" site wide initiative before Christmas 2015. Every member of staff, wherever they are located or working, will stop, reflect and discuss the safety procedures and potential hazards in their area. The purpose is to get staff actively thinking and talking about their surroundings and safe working practices.

Question arising from Environment, Safety and Health Update

Cllr Bridgman asked if the phraseology relating to 'category' on the Perfect Day Performance Chart could be amended to better reflect the data recorded.

Paul Rees confirmed that this would be done.

Action 2/83 Perfect Day Performance Chart for the next period to contain clearer phraseology.
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Action ongoing

Sustainable Procurement

Peter Caddock, Head of Environment

Peter Caddock introduced Sharon Wheeler (Environmental Specialist) who gave members an overview of Sustainable Procurement at AWE.

Sharon explained the process whereby organisations meet their needs for goods, services, works and utilities in a way that achieves value for money on a whole life basis; generating benefits not only to the organisation but also to society and the economy, whilst minimising

damage to the environment. Members were told of the role and approaches to sustainable procurement, the principles and the policy behind it and the available tools and resources.

Sustainable procurement in action was demonstrated by 'The Gold Bug' case study, an initiative recently implemented that enables in house recovery of precious metals from used solutions.

Questions arising from Sustainable Procurement

Cllr Gardiner asked whether Ethical Procurement is adopted by AWE.

Peter Caddock confirmed all suppliers to AWE are required to comply with our Code of Ethics, and advised that new and extended requirements are being built into AWE's procurement process.

Cllr McGarvie asked whether AWE is compliant with IS14001

Sharon Wheeler confirmed that it is.

Cllr Jones asked in terms of the Gold Bug Process, once the metal is recovered back for refining, what happens to the remaining fluid.

Haydn Clulow advised that the remaining liquid waste would be disposed of using an approved disposal route.

Site Update

Mark Hedges, Site Manager

Mark Hedges reported that work continues around optimising the site and that there would be regular updates on how it is taking shape.

Community Concerns

Fiona Rogers, Head of Corporate Communications

Fiona Rogers reported on the review and updating of the AWE Community Concerns Procedure and defined a community concern as an expression of dissatisfaction with AWE, however expressed, whether justified or not.

Fiona explained that the process requires AWE to respond effectively and appropriately to any concern raised on a 24 hour/7 day basis. The dedicated Community Concerns line and in-box are monitored daily and all concerns logged centrally.

Concerns raised broadly fall into six main categories - noise, traffic, light, water, pollution and other. The six-step management process in place requires clarification, assessment, investigation, resolution, communication, review and closure. Throughout the process regular progress updates are communicated to the originator. Fiona went on to demonstrate the revised process in action on concerns surrounding the SSEPD cabling project.

Questions arising from Community Concerns

Cllr Shirt expressed an interest in the statistics on 'invalid' complaints.

Fiona Rogers agreed that these would be shared.

Action 3/83 Invalid complaints statistics to be available to members
Action ongoing

Planning and Estate Development Briefing

John Steele, Planning & Development Manager

SSE Cabling Project

John reminded members of the background to this project which was initially shared with the LLC during 2014. He explained that the choice of cable route was influenced and balanced by the need for certainty of delivery within a defined timeline (discounting a route that would have crossed private land) and level of overall disruption (discounting a route along the main A4). The route selected required consideration approval by West Berkshire Council.

He reported on the existing and forthcoming road closures and issued a map showing the route of the cabling.

Cllr Shirt stated that the explanation John gave behind the roadway route should be shared more widely amongst the community affected.

Action 4/83 Single paged explanation to be written and given to members for distribution.
Action ongoing

Action 5/83 Slides detailing current and forthcoming road closures to be distributed to LLC members in advance of the minutes being issued.

Issued to members on the 3rd December

Action closed

Cllr Spillane asked whether March 2016 was the original timescale for completion of the cabling.

John Steele confirmed that it was and the programme is on schedule. He added that he would be happy to make himself available at parish council meetings to answer questions.

Demolition of Waste Treatment Facility

John Steele advised members the planning application for the proposed demolition of a redundant waste treatment facility is to be submitted to West Berkshire Council early in 2016.

Travel Plan Review 2015

John presented an update on AWE performance against the 2012 Travel Plan targets. AWE's strategy remains to provide an appropriately balanced travel plan that facilitates staff, contractor and visitor travel to, from, between and within the AWE sites, in the most secure, safest, efficient and cost effective way and which is responsive to the key needs and the requirements of both AWE and the surrounding communities.

A review of the travel plan is nearing completion. Current targets and initiatives targets and initiatives will be maintained, the thresholds set monitored, and new initiatives identified to ensure the aims are met. West Berkshire Council will be kept informed of the results.

The revised plan will be published on the website in due course.

Questions on Planning and Estate Development Briefing

Cllr Leeks asked what the plans are for the piece of land left vacant following the demolition of the Falcon Pub.

Mark Hedges advised that the land is not needed immediately but AWE may use it as the travel plan develops, for example if an enhancement to the Falcon Gate is required.

Cllr Longton referred to James Lane, Burghfield and asked when the road closures were due to start.

John Steele advised that the road is not currently closed but the traffic is being controlled by traffic lights. The road running past the Burghfield Community Sports Association is scheduled for closure in a few months' time and will be closed for a period of about 9 weeks. AWE is working with the contractor to ensure timely, regular communications are delivered to all affected businesses and residents in the affected areas.

Ask the Regulators

Andrew Pembroke of the Environment Agency (EA) told members that their recent annual review of the environment was extremely positive and characterised by open and honest discussions with the organisation. It is evident that environmental hazards are being managed and AWE has a good environmental team in place. The EA will report upon any significant outcomes at the next LLC meeting.

Questions to the Regulators

Cllr Bridgman referred to the paragraph in the Environment Agency (EA) report for the period which alluded to the diesel rotary uninterruptible power supplies (DRUPS). He suggested that the statement in terms of permits lacked clarity.

Andrew Pembroke clarified that AWE has regulated combustion activities which as part of the aggregated installed activity exceed the 5MW threshold for which permitting is required.

Cllr McGarvie mentioned the paragraph in the EA report that refers to the Radioactivity in Food and the Environment 2014 (RIFE). He asked whether this included local testing.

Andrew Pembroke advised yes; it is done independently and included in RIFE

The ONR were not represented at the meeting but there was a question raised in connection with their report for the period.

Cllr Shirt referred to section 2.1 of the ONR report for the period which refers to storage arrangements for contaminated oil up to an adequate standard. He asked for a definition of 'reasonably practical' in terms of delivering a plan for these arrangements.

Haydn Clulow advised it would be mid-2016, aligning with prioritising against hazards.

AWE Charities

Whizz- Kidz, Jojo Blythen & Kayleigh Millar

Jojo Blythen, Fundraising Manager gave an overview of Whizz-Kidz telling members that the charity provide disabled children and young adults with vital mobility equipment, opportunities to meet and have fun, and training to help them gain skills and look forward to a bright future. Whizz-Kidz also has a work placement scheme.

Joining Jojo was Kayleigh who re-counted her story and how she became involved with the charity when she lost the use of her legs following an accident. She explained how she benefited from the bespoke wheelchair made available to her and how the services of the charity have enhanced her life and given her independence.

Living Paintings, Jacqui Scott

Living Paintings is a national charity that produce 'Touch to See' books for blind and partially sighted people. Jacqui Scott, Fundraising Director gave an overview of what the charity does, how they are funded and the difference they make to blind and partially sighted people. She told member that the charity has had a warm relationship with AWE for many years and that its fundraising has enabled them to produce their series of 'Young Explorers' books.

Any other business

Cllr Leeks asked how well the nine day fortnight (9DF) has been working out and also tabled a question on behalf of one of his parishioners about the reported de-classification of AWE.

Haydn Clulow confirmed that the 9DF is proving successful, delivering the expected operational efficiencies.

In response to the question regarding de-classification **Haydn Clulow** assured members that AWE is not changing its security footprint. The perimeter fence and all associated security will remain as is. On site we are reviewing required levels of security and access to some buildings to ensure we are optimising use of all our facilities.

Cllr Montgomery asked whether AWE have any plans to diversify and expand commercially within the site, utilising spare land.

Haydn Clulow advised members that the land is MOD owned and any decisions over how it is used must be made by the Government.

Cllr Leeks asked for an update on the Submarine Dismantling Project (SDP).

Fiona Rogers told members that the public consultation report summarising the output from the consultations was posted in June 2015. The Government will make a decision in the Spring/Summer of 2016.

Cllr Vare asked whether AWE will take up the 'maintenance mantle' of the Falcon Garage bus shelter.

John Steele confirmed that the shelter is owned by West Berkshire Council. AWE will be approaching the Council with an offer to sponsor the shelter to ensure it is maintained regularly. The process is likely to take about six months.

Cllr Shirt advised that there is to be a public meeting about the proposed housing development at Aldermaston Manor. He asked if it could be attended by a representative from AWE.

John Steele confirmed that he would be responding to the planning application and can attend the meeting.

2016 Meeting Dates

Wednesday 23rd March

Wednesday 22nd June

Wednesday 21st September

Wednesday 21st December

Carolyn Porter
LLC Secretary