Minutes of the 78th AWE Local Liaison Committee Meeting

Wednesday 17th September 2014 at AWE Burghfield

Present:

Mr. Haydn Clulow	Director Site, Acting Chairman LLC
Cllr Philip Bassil	Brimpton Parish Council
Cllr Heather Leighton-Jones	Pangbourne Parish Council
Cllr Jonathan Chishick	Tidmarsh with Sulham
Cllr Clive Littlewood	Holybrook Parish Council
Cllr Mollie Lock	Stratfield Mortimer Parish Council
Cllr Ian Montgomery	Shinfield Parish Council
Mr Jeff Moss	Swallowfield Parish Council
Cllr Barrie Patman	Wokingham Borough Council
Cllr John Chapman	Purley on Thames Parish Council
Cllr Jane Stanford-Beale	Reading Borough Council
Cllr Marian Livingston	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 Clive Vare	Aldermaston Parish Council
Cllr Patricia Garrett	Baughurst 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
Cllr Tim Whitaker	Mapledurham Parish Counci;
Fiona Rogers	Head of Corporate Communications
Paul Rees	Head of Environment, Safety and Health
Mark Hedges	Manager Site (Conventional)
Geoff Druce	HAW Programme
Paul Cooper	ESH&Q Cultural Improvement Lead
Owen O'Rourke	Deputy Chief Fire Officer, AWE FRS
Carolyn Porter	Corporate Comms – LLC Secretary
Michele Maidment	Corporate Comms – LLC Administrator
Philippa Kent	AWE
Liz Pearce	AWE
Bob Barclay	AWE

Regulators:

Andrew Pembroke	Environment Agency
Stewart Carey-Hodges	Environment Agency
Matty Cowen	ONR

Invited

Linda Eadie	MOD - SDP Team
Nigel Parsons	MOD - SDP Team
Tom Payne	Emergency Planning Officer - Basingstoke and Deane Borough Council

Apologies

Apologies had been received from: Cllr Chopping, Cllr Neill, Cllr Gardiner, Cllr Gilbert, Cllr Tucker, Cllr McGarvie

Actions from the last meeting

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.

This was planned for inclusion in this meeting but due to unforeseen circumstances last minute apologies were received. To be re-arranged for a future meeting.

Action ongoing

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.

Covered in this meeting **Action closed**

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

Covered in this meeting **Action closed**

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

Covered in this meeting **Action closed**

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

Covered in this meeting **Action closed**

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

Covered post LLC 77 **Action closed**

The Minutes of the 77th Meeting were accepted as a true record of the meeting.

Membership Changes

Cllr Jenny Williams has recently moved from Silchester to Pamber Heath Parish. We are waiting to hear who the new elected representative for Silchester will be. Our thanks go to Jenny for her support over her LLC membership period.

Chairman's update

Introduction

The chairman welcomed all to the 78th meeting of the LLC and told them there was a full agenda covering some important topics. These included presentations from Carolyn Richardson from West Berks on the Aldex exercise and a return visit by the SDP project team, Linda Eadie and Nigel Parsons providing an update on the public consultation exercise and specifically the arrangements in hand for the Aldermaston and Burghfield sites.

The chairman also welcomed presenters, Paul Rees, Mark Hedges, Geoff Druce and Owen O'Rourke from the AWE senior leadership team, and from AWE regulators, Andrew Pembroke (Environment Agency) and Matty Cowen (ONR).

Tom Payne from Basingstoke and Deane Borough Council was welcomed as an observer of the meeting in his capacity as Emergency Planning Officer.

The chairman set out the main issues to be covered during the course of the meeting including:

- Licence Instrument 511
- Improvements to AWE Fire Detection Systems
- An overview of the Wool against Weapons protest
- An update on the Pangbourne Pipeline.

AWE News

New Managing Director appointed

The chairman advised members that last week the AWE ML Board announced the appointment of Kevin Bilger as the new Managing Director, for AWE plc. Mr Bilger joins the organisation from Lockheed Martin (LM), where he was most recently vice president, Programmes and Quality for Space Systems Company. Rob Fletcher takes on the role of AWE Deputy Managing Director.

AWE welcomes its largest intake of female apprentices

The chairman was delighted to report that AWE has seen an increase in the number of female apprentices joining its Skills Academy this year. The number has increased from 5% to 15% of the total intake, representing seven out of the 45 new joiners. The work AWE's Skills Academy has done with local schools has been credited for this increase.

AWE's Skills Academy is an area of AWE business where females have traditionally been under-represented. Clearly there is more work to be done but this is a real step in the right direction.

He added that the number of females working right across AWE has continued to grow over the last five years with women now accounting for 21.4% of AWE's total workforce.

AWE staff recognised by MOD CSA Commendation Scheme

The chairman reported 16 nominations for the MOD's Chief Scientific Adviser Commendation Scheme, 10 were successful. This scheme recognises AWE staff for their exceptional performance, effort and commitment within the defence, science and technology community. A ceremony was held at MOD Main Building, London, with presentations made by MOD Chief Scientific Adviser, Professor Vernon Gibson.

British Safety Council Awards

The Chairman informed members that consistently high standards of health and safety management on AWE's new build construction sites have resulted in AWE being awarded the British Safety Council, Sword of Honour for the third year running.

AWE has also won five British Safety Council five star awards for Occupational Health and Safety Management and a British Safety Council five star award for Environmental Management.

Community Matters

Since June, AWE's Community Committee donated £4,500 in donations to local charities and in sponsorship of our staff in their individual fund raising activities. Local charities which have benefited include the Reading Association for the Blind, Basingstoke based St Michael's Hospice, and The Pink Place, a local charity which provides free services to support cancer patients.

This year has also seen record amounts of money being raised for charity by the AWE Team Challenge. Earlier this month, over 120 staff took part in this annual cross-company team development event, raising over £19,000 through their efforts. The money will be shared between the Team Challenge team's chosen charity, Dame Kelly Holmes Trust, and AWE's nominated Charities of the Year, Tadley First Responders and MacMillan Cancer Support.

As well as local charity fund raising, AWE staff have been continuing the important work they do with local schools to inspire young people in the important STEM subjects (Science, Technology, Engineering and Maths). AWE scientists and engineers took part in a number of activities during the summer term. One such project, led by some of our graduates, was to organise and facilitate the annual Chain Reaction event. The Chairman thanked Cllr Roger Gardiner (in his capacity as Mayor of Basingstoke and Deane) and Cllr Mollie Lock, Mortimer and Stratfield Parish for being part of the judging panel on the day. A short video clip of the day was shown too.

Finally the Chairman referred to the independent survey which was being carried out to seek the views of LLC members, local residents, schools and community groups. The aim of the survey is to gauge local perceptions about AWE, the effectiveness of its community programme and more generally the organisation's communication and engagement approach with the wider community.

The Chairman advised that the research is now complete and the results would be presented to the LLC at the December meeting.

Environment, Safety, Health and Quality Report

Paul Rees, Head of Environment, Safety & Health

Paul Rees gave an overview of Environment, Safety and Quality performance over the period. Key points highlighted included:

- An improvement in AWE's personal injury rate, with a 12 monthly rolling Occupational Safety and Health Administration (OSHA) Total Recordable Injury Rate (TRIR) of 0.424 at the end of July.

- The visit of the ONR's Deputy Chief Inspector in his new role. Richard Savage had expressed his ongoing commitment to build relationships with AWE.

- The Environment Safety & Health Quarterly Report January – March 2014 was included in members meeting documentation. Paul Rees confirmed the report covering the period April to June 2014 is nearing completion and a copy would be mailed to members at the earliest opportunity and subsequent reports will be available on the AWE website.

- Members were advised recruitment is underway for a new Head of Environment.

- Whilst the overall trend in personal injuries is positive, there has been a rise in First Aid Events, minor injuries to extremities from the use of hand tools still the most common. A number of improvement programmes addressing issues such as leadership and behaviors and musculoskeletal problems are being instigated.

Cllr Stanford-Beale asked for clarification over the extensive Crown Copyright statement on published documents, which would appear to restrict onward disclosure of information.

Fiona Rogers confirmed that a simpler statement is now being used on external documents to avoid confusion.

ESH&Q Culture Change Programme **Paul Cooper**

Paul Cooper updated the meeting on the progress of this programme which has featured in previous meetings. The programme integrates a range of initiatives under key areas such as communication and expectation, behaviours, performance measurement, reward and recognition, reinforcement and sustainability.

Ongoing work includes improvement to the organisation's recruitment and induction processes, emphasis on embedding the new ESH&Q culture standard, roll-out of the AKT dramatised workshop, reforming AWE's mandatory training programme, a senior management walkthrough programme, and a series of cultural vision workshops.

Cllr Wood asked how cultural change success would be measured.
Paul Cooper confirmed this is by using a variety of approaches, from surveys, both qualitative and quantitative and personal observation and interventions.

Site Update **Mark Hedges, Site Manager (Conventional)**

The main points covered in the Site Manager's update included:

- the receipt of one corporate complaint during this period related to the unexpected loss of water supply at a house in Aldermaston resulting in damage to a domestic appliance. This has been fully resolved. .

- a reduction in Corporate Complaints since 2007 which has been achieved by addressing learning opportunities identified throughout the Complaints process and maintaining stakeholder and local community engagement (Local Liaison Committee).

- a Fire Detection Systems improvement programme has been developed and agreed with ONR that includes the use of an independently accredited organisation for ongoing system maintenance. The programme is on track to achieve the October 2015 milestone.

Cllr Littlewood asked whether AWE has a regular maintenance programme for its fire alarms.
Mark Hedges confirmed that there are weekly fire alarm checks.

Licence Instrument 511 **Geoff Druce, HAW Programme**

Geoff Druce confirmed ONR completed their preliminary investigation report on 8th August and has recommended moving to the formal investigation phase to gather evidence in support of any potential enforcement action. AWE completed its own review at the end of May and delivered the findings to ONR in June.

He reported ONR acknowledged AWE has improved its arrangements for the storage of untreated ILW (Intermediate Level Waste) and made progress on developing its long term strategy for waste storage and treatment. Current storage conditions do not pose a significant risk to the public or the workforce

Cllr Chishick asked how many of the nominal 1000 ILW feed drums have already been encapsulated.
Geoff Druce reported that AWE commenced planning and design work of a facility in 2007 to carry out these operations at the Aldermaston site. However, in 2011 the company reached the view that the proposed option was unlikely to be the best overall solution to the ILW problem in the context of the company's overall waste strategy and therefore discontinued its work on the volume reduction and encapsulation project and informed ONR that it would not be able to meet the terms of the LI by the due date. Therefore as AWE currently does not have the capability, it has not been able to compact the drums.

The Chairman added the organisation has remained in dialogue with the ONR and the Nuclear Decommissioning Authority and other organisations that hold nuclear licence site licences similar to AWE's to find an appropriate longer term solution for the UK.

Pangbourne Pipeline (PPL) Update **Geoff Druce, HAW Programme**

Geoff Druce recapped on the work towards the development of the Best Available Technique to date which has been covered in previous meetings. The organisation's own view is that the preferred option is to remove the pipeline, but recognise this is a costly exercise that has the potential to cause significant disruption.

Geoff confirmed the pipeline is not a high priority within AWE's overall decommissioning programme and remains a low hazard. In discussion with EA, the view is that removal is scheduled for 2026–2032 and that the robust monitoring and surveillance regime already in place will continue.

Fiona Rogers confirmed the intention remains to establish a PPL Stakeholder Engagement Advisory Group before the end of this year, made up of representatives from a range of stakeholders including the MOD, local authorities, technical experts, the affected local community and nuclear interest groups.

Cllr Chishick and **Cllr Chapman** asked about representation on this Advisory Group.
Fiona Rogers Members were invited to nominate individuals who may be valuable to the group.

Wool against Weapons **Mark Hedges, Site Manager (Conventional)**

Mark Hedges reported that it was a well organised event. The knitted scarf was rolled out along the agreed route from Aldermaston (Red Lane) to Burghfield (James Lane). The day was peaceful and went without any issues.

Carolyn Richardson of West Berkshire Council told members that the Safety Advisory Group had met well in advance to look at what could and couldn't be done to minimise any disruption to the community but welcomed further feedback from members on any issues they may have experienced on the day.

Exercise Domino **Carolyn Richardson, Civil Contingencies Manager, WBC**

Carolyn Richardson gave an overview on Exercise Domino, the aim of which was to test and exercise elements of the AWE Off Site Emergency Plan for an emergency on-site, affecting the off-site area as required under REPPIR. (Radiation Emergency Preparedness and Public Information Regulations).

Her presentation covered the seven individual exercises that together made up Domino, all of which have been successfully completed with the exception of the final media exercise which will take place in 2015. Communication and information flow was a strong focus for many of the stages which also provided an opportunity to exercise the new Science and Technical Advice Cell (STAC) arrangements. Valuable lessons have been learned from each stage, and these will feed into a next edition of AWE Off-site Emergency Plan.

Cllr Moss commented on the length of time it took to close the highway following notification of the off-site leak.
Carolyn Richardson confirmed the Highway Agency is looking at an improvement plan for response times.

Cllr Littlewood asked how many radiation monitoring units (RMUs) are available to support an emergency of this nature.
Carolyn Richardson confirmed that a scalable approach is used with a basic RMU in place within six hours.

Ask the Regulator

Cllr Whitaker asked the Environment Agency whether they supported leaving PPL until 2026.
Andrew Pembroke said that the EA do not consider it to be a significant risk and do not see it as being a risk to the public. The EA's quarterly LLC report states that the pipeline represents a very low hazard and the MoD has no plan to require AWE to remove the pipeline in the near future. The EA support AWE's plans to engage with stakeholders and landowners prior to the start of decommissioning.

AWE Fire and Rescue Service Liaison

Owen O'Rourke, Deputy Chief Fire Officer

Owen O'Rourke gave an overview of the AWE Fire and Rescue Service (AWE FRS) and their liaison and collaborative working with local (and national) authority fire and rescue services, South Central Ambulance Service, the Defence Fire Risk Management Organisation (DFRMO) and the Hazardous Area Response Team. This includes reciprocal training, specialist fire-fighting advice, and regular familiarisation visits.

Cllr Shirt asked about the security clearance of external fire officers coming on to site
Owen O'Rourke explained that when required onsite in support of emergency they are under police escort.

Any other business

Cllr Shirt spoke of the issues he has had with the Defence Business Services (DBS) and the inefficiencies of the security clearance process.
The Chairman assured him that the complaints he has raised directly with DBS have been shared with AWE Personnel Security.
Cllr Stanford-Beale reported that at the most recent meeting of the Reading Borough Council's Environmental Planning Committee the question of Peter Burt being asked to sit on the LLC was raised. It was also proposed AWE should be invited to a future meeting of this Committee.
The Chairman confirmed both requests would be formally acknowledged.

Submarine Dismantling Project (SDP)

Linda Eadie, Nigel Parsons, MOD SDP Team

Linda Eadie gave a second update on the current status of the Submarine Dismantling Project including an overview of the SDP site assessment and selection process. She reminded members of the public consultation purpose and programme, provided proposed dates and venues (currently provisional) for the Aldermaston and Burghfield site consultation and the communication channels for ensuring members of the public have the opportunity to participate.

Cllr Longton asked if a copy of the SDP presentation slides could be made available at the end of the meeting.
Fiona Rogers confirmed that a copy would be sent out to LLC members with the minutes.

Cllr Montgomery was interested to know the Minister responsible for the decision. This is the Minister for Defence Equipment Support and Technology, Philip Dunne.

Cllr Locke questioned the proposed consultation venues and asked if St John's Hall could be considered.
Nigel Parsons (MOD) reported that it has been difficult securing venues local to Aldermaston and Burghfield sites. They would be happy to investigate members' suggestions.

Further information on the project and consultation process can be found by searching for submarine dismantling on the gov.uk website.

2014 Meeting Dates

Wednesday 17th December

Carolyn Porter
LLC Secretary