



**Minutes of the 97th AWE Local Liaison Committee Meeting
Thursday 7th November 2019
AWE, Aldermaston**

Present:

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| Mark Hedges | Chair |
| Cllr Philip Bassil | Brimpton Parish Council |
| Cllr Mark Binns | Swallowfield Parish Council |
| Cllr Michael Bound | Basingstoke and Deane |
| Cllr John Chapman | Purley on Thames Parish Council |
| Cllr Jonathan Chishick | Tidmarsh with Sulham Parish Council |
| Cllr Roger Gardiner | Basingstoke and Deane Borough Council |
| Cllr Amy Gower | Emergency Planning Officer, West Berkshire |
| Cllr Graham Hetherington | Baughurst Parish Council |
| Cllr Max Joseph | Padworth Parish Council |
| Cllr David Leeks | Tadley Town Council |
| Cllr David Livingstone | Silchester Parish Council |
| Cllr Mollie Lock | Stratfield Mortimer Parish |
| Cllr Royce Longston | West Berkshire |
| Cllr Helen Manghani | Reading Borough Council |
| Cllr George McGarvie | Pamber Parish Council |
| Cllr Ian Montgomery | Shinfield Parish Council |
| Cllr Susan Mullan | Tadley Town Council |
| Cllr Barry Patman | Wokingham Borough Council |
| Cllr David Shirt | Aldermaston Parish Council |
| Cllr Ayo Sokale | Reading Borough Council |
| Cllr Nicholas Thurlow | Mortimer West End |
| Cllr Tim Whitaker | Mapledurham Parish Council |

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| Nick Bolton | AWE |
| Philippa Kent | AWE |
| Anna Markowska | AWE |
| Scott Davis-Hearn | AWE |
| Michele Maidment | AWE |
| Suzanne Chenery | AWE |
| Roy Awbery | AWE |
| David Niven | AWE |
| Alexander Jones | AWE |

Regulators:

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| Gary Cook | Office for Nuclear Regulation |
| Rob Green | Environment Agency |

Apologies

Apologies had been received from Councillors

Cllrs Dominic Boeck, Graham Bridgman, Avril Burdett, Penee Chopping, Stuart Coker, Nicholas Corp, Sophie Crawford, Debbie Fisher, Malcolm Large, Clive Littlewood and Carolyn Richardson.

Actions from previous meetings

Action 1/96 Nick Bolton to look at AWE's approach to '12 lines of defence' and update at the next meeting.

Update provided in the Process Safety section. Action closed.

Action 2/96 Scott Davies-Hearn to establish whether there has been increased frequency of alarm testing.

There has not been an 'increase' in the alarms per se...AWE have had to undertake some validation tests following maintenance activities. Action closed.

Action 3/96 AWE to review whether the pre-fabs at the Mearings can be kept.

John Steele responded that we will retain the pre-fab but only for storage purposes. Action closed.

Action 4/96 Scott Davies-Hearn to discuss with Carolyn Richardson and report back to the following questions relating to new REPPiR legislation

- Cllr McGarvie asked how Hampshire fits in with the determination process.
- Cllr Bound raised a similar query over Basingstoke and Tadley Councils.

Amy Gower, from West Berkshire Council gave a verbal update explaining that the Council are currently confirming with their legal teams the process of consultation required under the new REPPiR 19 legislation and council policy to ensure that all stakeholders required are engaged with throughout the process. LLC members will be notified when required.

Approval of the 96th Meeting minutes

Chairman's update

Introduction

Mark Hedges welcomed members to the 97th meeting and went on to update them about some topics of interest.

Membership changes

A welcome was given to new members Councillor Mark Binns representing Swallowfield Parish Council who is replacing Jeff Moss, Councillor Nicholas Corp representing Wasing Parish Council who is replacing Tim Malpas, Councillor Max Joseph representing Padworth Parish Council who is replacing John Miller and Councillor Malcolm Large representing Woolhampton Parish Council who is replacing Gerald Hale.

Recognition for Director

Alison Atkinson, AWE's Director, Infrastructure Projects Delivery, has been recognised as the sixth most influential woman in engineering in the UK and Europe. The list published in October was produced by board appointments firm, Inclusive Boards, in partnership with the Financial Times.

Alison sits on the AWE Executive Board and has the responsibility for the delivery of the multi-billion-pound capital investment programme, involving the design, construction and commissioning of unique and complex facilities required to support the UK's nuclear deterrence enterprise. She is also the executive sponsor of AWE's ambitious commitment to transform diversity and inclusivity in the company.

Recruitment Campaign

AWE's 2020 apprenticeship recruitment opens next week (November 11) and runs until mid-January.

AWE is involved in a range of promotional activities including attending the national recruitment event Skills London at ExCel next week (November 15/16). There will also be an opportunity to meet the team locally at an AWE event at Tadley Library on December 10. Details of all AWE's opportunities can also be found on the website www.awe.co.uk.

The AWE graduate recruitment campaign for the 2020 intake has just closed and there has been a great response with over 1,200 applicants for the 131 available roles next year.

Engagement Survey

AWE has again signed up for the b-Heard Survey run by Best Companies to measure, improve and recognise levels of workplace engagement. It will enable AWE to identify what it's doing well, and how things can be improved. AWE is heartened by the response rate of 81%. Results from the survey will be collated and shared with colleagues at the end of this month.

Chief Nuclear Inspector's Report

AWE welcomed the Chief Nuclear Inspector's (CNI) Annual Report 2018/19 published last month (11 Oct) by the Office for Nuclear Regulation (ONR).

The AWE sites at Aldermaston and Burghfield remain in enhanced regulatory attention for the 2018/19 period. This has been in part due to continued operations in ageing facilities while replacements with modern safety standards are being built.

During 2017, AWE began developing a Structured Improvement Programme (SIP) designed to bring about long-term and sustained business improvements in safety and regulatory compliance across Aldermaston and Burghfield.

AWE's SIP is a wide-ranging programme of work which consists of four inter-related projects focusing on safe operations, process, change and stakeholder interactions. The SIP is now at the implementation phase and the ONR notes that it continues to receive support and commitment at all levels throughout AWE.

While AWE acknowledges that short-term challenges remain, the progress that is being made in some areas demonstrates the strong commitment to improving safety and regulatory compliance. Achieving the highest standards in safety performance is a priority for everyone at AWE and AWE will continue to work closely with the regulators to achieve this.

An email newsletter with the details of the CNI report was sent out to all LLC members last month.

Schools Outreach Programme

AWE has had another busy term in the schools' outreach programme including delivering STEM workshops and running the annual engineering challenge, between them these two activities engaged over 500 secondary age students, helping inspire the future workforce.

Another highlight since the LLC committee last met was the re-launch of the Primary Science Centre at Queen Marys College in Basingstoke. Sian Butler, Director of Assurance attended the launch event which is the latest part of AWE's collaboration with the college.

AWE's sponsorship of the centre will support 4,000 primary children to enjoy free science sessions at the Science Centre as well as supporting free transport.

Community News

The community magazine Connect was published at the end of October and circulated to around 56,000 local homes and businesses. It can also be found on the AWE website.

Site Exercise

A major Level 1 site exercise (SITEX) was successfully completed at the Aldermaston site in October. The ONR commended the challenging scenario that AWE presented and there were some strong performances across the response. External agencies also participated including, Royal Berkshire Fire and Rescue Service, Hampshire Fire and Rescue Service, West Berkshire Council and the South-Central Ambulance Service (SCAS) Hazardous Area Response Team (HART). The exercise was assessed as an adequate demonstration by the regulators.

Another site under cover exercise at the Aldermaston site will be held from 09.00-12 noon on Tuesday 19th November. This means that the site gates will be closed and access/egress to site will be restricted to staff responding to the exercise. The restrictions and road closures will remain in place until the exercise ends.

Questions arising from the Chairman's Update

Cllr Dave Shirt: (in relation to the CNI report and sites being in 'enhanced regulatory attention' for 2018/19)

'It is my understanding that it extends beyond that to 2020.'

Cllr Roger Gardiner added: 'It was always going out to 2020.'

Mark Hedges: 'We have a structured improvement programme and are starting to see some tangible improvements. A lot of work is being delivered under that programme is expected to be delivered in 2020/21. Issues of improving an ageing infrastructure are not a quick fix.'

Cllr Dave Shirt: There has been a lot of comment on social media in the past. We have been given the press release, but we need more information if we are to provide reassurance to local people.'

Mark Hedges: 'We will look at how we can improve this.'

Environment, Safety and Health Update

**Nick Bolton,
ESH Service Delivery Lead (SET)**

Nick gave an overview of performance in personal and process safety during the period advising members that the OSHA TRI (Occupational Safety and Health Administration; Total Recordable Incidents) Injury rate for the 12 months to the end of September 2019 was 0.361 and that this had risen slightly to 0.389 during the month of October which showed an increase in trend to previous months.

A total of 25 OSHA Recordable Events have occurred in the 12 months to the end of September 2019. 32% were slip/trips/falls occurring due to commonplace pedestrian hazards when walking around the AWE sites. This is a slight reduction from the total reported at the last LLC meeting.

A total of 6 RIDDOR Reportable Injury Events have occurred in the 12 months to the end of September 2019.

There are a number of activities in place to reduce the number of injuries on site which include continuous inspections/reviews across the roads and grounds areas, manual handling awareness training, a planned increase in operational alerts/briefings on subjects such as special awareness and ergonomics and reviews of health awareness and injury control.

A new health contract is due to start next April with the focus on providing services to improve physical health to prevent MSD's (Muscular Skeletal Disorders). These services will include an on-site physiotherapist and fitness for work checks for those working on high risk MSD tasks.

Questions Arising

Mark Binns asked for confirmation on what the respiratory and heat stress issues were.

Nick responded later in the meeting that the respiratory issue related to a firefighter was in a training scenario in a smoke-filled room and unfortunately suffered with asthma like symptoms. The two heat stress issues both occurred during the hot summer, one related to a member of the catering team who was working at the till at the time felt unwell after standing up and the other was an individual who felt unwell in an office.

Susan Mullen asked if AWE employees receive regular health screening?

Nick advised that AWE carry out pre-employment medicals and depending on the nature of the employees' role within the company they will receive regular checks eg. Hearing checks for those working in noisy environments.

AWE also has a drop-in medical service for any employee that may feel unwell or has an issue that they wish to discuss. There are also a number of trained mental health champions on site and also an external support team.

Regarding those who are returning to work after a period of sickness, AWE provide a gradual return to work process over an agreed period.

Mollie Lock stated that mental health usually affects the nonchalant. Does AWE have enough resources in place to help people?

Nick acknowledged that it was a big topic amongst the executive team at their last 'Stop for Safety' campaign. AWE is trying to raise awareness that it is ok for an employee to stop and ask for help should they need it. There are several mental health champions around the site

to provide support and a number of staff have trained to become Wellbeing Champions. These colleagues are available for anyone who has any health concerns or just need someone to talk to about any problems that they are experiencing. They are also trained to recognise signs and changes in behaviour amongst their colleagues which could be indicators to any mental health issues that they may be experiencing.

Action 1/97 Health and Wellbeing update including activities to support Mental Health to be added to the agenda at the next LLC meeting.

Process Safety

AWE's Process Safety performance is at an acceptable risk level and Process Safety training for supervisors is now compulsory and forms part of their competency assessment.

As per action 1/96 the AWE's approach to '12 lines of defence', we indirectly manage lines of defence (Risk Control Systems) through the Safety Management System, the 36 Nuclear Site Licence conditions and arrangements. Nick outlined the Swiss Cheese Model, lines of defence (Risk Control Systems; measures, systems, procedures and policies) against an incident occurring are conceptualised as slices of swiss cheese with vulnerabilities presented as holes in the cheese.

An error or event may allow a problem to pass through a hole in one slice of the system, however, if there are no holes in the next slice – or a hole is in a different place then the problem will be caught, and the risk of failure averted.

Site Update

Mark Hedges
Director of Site Operations

Community

There have been no formal complaints issued in this period.

Protestor Activity

Planned activity took place on Sunday 22nd September with a group of around 40 peace protestors arriving by coach around 11am. They stayed for approximately an hour and then left to attend their next event in Oxford as they said they would.

AWE work closely with the protestors to ensure their safety.

Questions arising

David Livingstone stated that there has been an increase in HGV's driving through Silchester with a number of complaints from residents. David wanted to make AWE aware of this issue in case some of the vehicles belonged to AWE.

Mark responded that AWE has prescribed routes for deliveries, but he would check with the Head of Logistics to make him aware. AWE is aware that there are currently traffic restrictions in Aldermaston which may lead to drivers seeking alternative routes.

Ask the Regulators

**Gary Cook Lead Site Inspector
Office for Nuclear Regulation**

The ONR has carried out a number of Licence Condition inspections during this period covering training, emergency arrangements, authorised and other suitably qualified and experienced persons, modifications or experiment on existing plant, operating rules, operating instructions, control and supervision of operations, safety mechanisms, devices and circuits, examination, inspection, maintenance and testing and leakage and escape of radioactive material and waste. Conventional health and safety inspections were also undertaken covering fire safety and AWE's Electrical Safety Improvement Programme.

ONR raised one regulatory issue relating to LC22 (modifications or experiment on existing plant) covering the need for AWE to revise a risk assessment sampled during an inspection. A further four regulatory issues were raised following amber rated inspections against LCs 10 (Training), 12 (Duly authorised and other suitably qualified and experienced persons), 27 (safety mechanisms, devices and circuits) and 28 (examination, inspection, maintenance and testing).

The ONR wrote to AWE on 22nd September 2019 regarding the Burghfield ATC Closeout Report that AWE had submitted in accordance with their Periodic Review of Safety (PRS) arrangements. The letter acknowledged progress in key modifications but also recognised the remaining shortfalls that continue to be addressed to ensure that risks are as low as reasonably practicable (ALARP). ONR will undertake inspections to confirm the adequacy of the ongoing ALARP position.

In June, AWE reported a near miss electrical event where a contractor caused a flash over of electricity from a 415v electrical source. The event occurred in a non-nuclear building and no workers were injured. ONR is currently undertaking a formal investigation and will advise LLC members in due course.

You can find the full report available on the ONR website www.onr.org.uk

Questions arising from the ONR Report

George McGarvie asked if the ONR is currently working with the DNSR (Defence Nuclear Safety Regulator) on any matters?

Gary answered that yes, the ONR do work with DNSR, more so at the Burghfield site on such things as licensed instruments (LIs)

**Rob Green
Environment Agency**

The EA has completed several inspections since the last LLC meeting. It undertook a compliance inspection focussing on two legacy facilities at Aldermaston site that are undergoing decommissioning. There were no non-compliances but we provided regulatory advice in the form of recommendations and observations.

The EA also inspected several facilities that comprise the former radioactive effluent treatment facility at Aldermaston site which is also being decommissioned. Again, there were no non-compliances.

A number of AWE's arrangements were inspected to determine the provision of sufficient appropriately trained staff. Again, there were no non-compliances and the improvements that AWE is undertaking in this area were recognised.

The EA will be launching e:Mission which is their sustainability strategy, which sets out how they will actively seek to reduce any negative impact that we may have on the environment and help others to do the same.

Over the next 4 years the EA will continue to challenge themselves and those involved in their work to expand the scope of their targets to reduce the negative impact that we have on the environment and look for opportunities to improve it.

EA have also announced their goal to become a net zero organisation by 2030. The aim of this is to balance the carbon emissions we produce with those we take out of the atmosphere so that we are no longer contributing to climate change.

Nuclear Forensics

Dr Roy Awbery
Technical Sponsor – Nuclear Forensics (Provenance)

Dr Roy Awbery provided a very informative talk on Nuclear Forensics, giving an insight into what Nuclear Forensics is, it's purpose, why the UK is developing NF capability, how we are building that capability and the National Nuclear Forensics Library.

For anyone who is interested in learning more about Nuclear Forensics or maybe a career in the subject there will be a conference held in London on 14th-15th October 2020. For more details please visit <http://nufor2020.iopconfs.org/home>

Questions arising

Mark Binns suggested using TEDx which is a global community to circulate information regarding recruitment at AWE as there are many events that would attract many interested individuals. For more information visit www.ted.com

Community Programme

Philippa Kent
Community Engagement Manager

QMC Science Centre Re-launch

Queen Mary's College recently re-launched its Science Centre, which is sponsored by AWE. The partnership enables around 4,000 free science sessions to be delivered to local primary pupils. The centre was originally developed by a team of AWE graduates many of whom continued their careers at AWE and are now in senior science and engineering roles. The centre was officially opened by TV personality and mathematician Johnny Ball who joined in with the demonstrations and activities. Members were shown a video of the launch event.

Schools Engineering Challenge

Alexander Jones and David Niven, two of AWE's graduates on the team managing the Schools Engineering Project, provided a presentation with video footage of the challenge. The challenge, aimed at secondary pupils in year 9, is designed to promote engineering and help inspire the next generation of STEM professionals.

Prior to the challenge, lessons on electromagnetism were delivered to eight local schools, including a total of 200 year 9 students and covering the curriculum syllabus. Teams of four students from each school then took part in the challenge day from which there was a good mix of boys and girls. The task was to design, build and test a compact hydroelectric generator.

The winning team were from Maiden Erlegh and in 2nd place was Trinity School. An award for the best design was also presented to The Hurst School.

Expanding our STEM Ambassador Programme

AWE staff are now supported to train and take part in the national STEM Ambassador scheme. Training sessions have been run on site and staff have been given special leave to participate. Local schools and community groups can seek STEM support for their activities through the scheme.

Charitable Giving

Colleagues at AWE have raised around £3000 for **Macmillan Cancer Support** by participating in the World's Biggest Coffee Morning. Eleven teams took part and fund raising was supported by a £500 donation from the AWE Charity Fund.

The AWE charity fund also donated £500 to Tadley Library to support the library refurbishment by funding a selection of science books.

National Campaigns

In support of **Road Safety Week** which takes place 18-24th November, AWE will be providing local primary schools with safety awareness merchandise.

The company is also supporting the **Woodland Trust Campaign** to plant one million trees on 30th November. Members were invited to encourage their local communities to take part in this initiative. AWE will pay to provide a donation of hedging or tree saplings for local community projects on request.

ESH Community Event

Anna Markowska, Head of Environment, updated members on a project at Garland Junior School. On 22nd August her team from AWE joined others from the community to help turn a large area of grassland into a functioning garden area where students can learn about growing vegetables, growing plants, the wildlife that they will attract and will experience hands on gardening duties.

Any other Business

Action 2/97 Roger Gardner requested a presentation at the next meeting on Development Control by AWE and West Berkshire Council

Amy Gower/Mark Hedges

David Shirt stated that there have been a number of incidents of minor vandalism in Aldermaston Village involving the use of catapults and asked if Ministry of Defence police from AWE could patrol the area?

Mark said he would speak to colleagues in MDP as part of Project Servator and request increased vigilance to support the village

Mollie Lock asked if group from local historical societies could visit the AWE museum?

Mark explained that we are subject to strict security constraints which make routine visits to site difficult but said AWE would look at whether there was any support that could be offered to local history societies in neighbouring villages.

George McGarvie asked if it would be possible for the LLC members to have fixed security passes rather than temporary passes for each meeting in future?

Scott replied that this is unfortunately not possible.

Finally, Mark requested that any LLC member who has changed their contact details to please notify the AWE team so that they can be kept up to date with the latest news.

Close

Proposed 2020 Meeting Dates

18th March

22nd July

18th November