

**Minutes of the 36th AWE Local Liaison Committee Meeting
Thursday 4 March 2004**

Present:

Malcolm Hutchinson	Executive Chairman, AWE	Chairman LLC
Bill Haight	Managing Director, AWE	
George Wall	Head of Environment, AWE	
Jonathan Brown	Director Infrastructure, AWE	
Alan Price	Corporate Communications, AWE	
Lindsey Appleton	Corporate Communications, AWE	Secretary LLC
Peter Beard	Reading Borough Council	
Mike Broad	Tadley Town Council	
Malcolm Bryant	Wokingham Unitary Authority	
Angus Campbell	Wasing Parish Meeting	
Bill Cane	Mortimer West End Parish Council	Community Liaison Rep.
Dennis Cowdery	Brimpton Parish Council	
Margaret Dadswell	Aldermaston Parish Council	
Fish	Silchester Parish Council	
Peter Hobbs	Sulhamstead Parish Council	
David Leeks	Tadley Town Council	
Royce Longton	West Berks Council	
Martin Maynard	Pangbourne Parish Council	
Jeff Moss	Swallowfield Parish Council	
John Mazillius	Stratfield Mortimer Parish Council	
Doug Mundy	Burghfield Parish Council	
Irene Neill	West Berkshire Council	
Tom Payne	Basingstoke & Deane Borough Council	
Tim Whitaker	Mapledurham Parish Council	
Penny Williams	Purley-on-Thames Parish Council	
Observers:		
Darren Baker	Environment Agency	
Mike Jeal	Nuclear Installations Inspectorate	
Presenter:		
George Sallit	Head of Corporate Radiation Protection	

1. Apologies

Cllr Allen; Cllr Brown; Ms Baxter; Cllr Charlesworth; Cllr Dymond; Mr Eddy; Cllr Eden; Mr Parfitt; Mr Thomson; Cllr Waite

2. Actions from the last meeting

Action 30/3: Report back on the expansion of the web site

The web site has now been refreshed and successfully relaunched. The new site has a dynamic new design, a search engine to help people find what they need and benefits from a content management system which means it can be updated more rapidly. The site has been designed to anticipate the needs of the Disability Discrimination Act with features such as scaleable text. The site can still be visited at www.awe.co.uk

3. Minutes of the 35th Meeting

The minutes were accepted as a true record.

4. Chairman's remarks – Malcolm Hutchinson, Executive Chairman

The Chairman welcomed George Sallit to the meeting.

Presentation by George Sallit, Head of Corporate Radiation Protection

George Sallit gave a presentation on Radiation and Dose Measurement. The maximum dose emanating from AWE discharges is 5 μSv set against a limit of 1,000 μSv for members of the general public.

Mr Sallit went on to say that residents in Berkshire could receive a maximum of 2,200 μSv as opposed to 7,000 μSv for those residing in Cornwall. Mr Sallit stated that the risk of getting cancer is now 33% and the risk of dying from cancer is 25%. Mr Sallit further stated that the average in the UK is that 1 in 3 in any room will get cancer and that 1 in 4 will subsequently be terminal. Mr Sallit said the risk from 5 μSv is 25.000025%, the risk from 1,000 μSv is 25.005% and the risk from 5,000 μSv is 25.025%

Mr Sallit concluded by saying that these numbers are very low and MAFF believe AWE is a Minor Site regarding discharges.

Cllr Bryant asked whether the figures were comparable with the rest of the world. Mr Sallit said the figures throughout Europe and the UK are variable and that there is more natural radioactivity in Cornwall and Aberdeen as a result of the granite rocks in the area.

Mr Cowdery asked whether it would make a difference if any doses were received over 1 day or 1 year. Mr Sallit replied that it would make no difference and that all numbers quoted are per year.

George Wall stated that although the figures are low, we take the matter extremely seriously and we have a legal requirement to reduce levels wherever reasonably practical.

Security Clearance for LLC Members

Members were again reminded that there are a number of outstanding forms and unless these are returned to us, we will be in the position of having, regrettably, to hold the next meeting off site. Mr Cane stressed the need for these forms to be completed and if any of the current members have any objections to this, then it was suggested that they nominate someone else from their Organisation who is willing to complete the forms to attend. A provisional plan is to hold the next meeting at Portland House.

£10k Schools Science & Technology Competition

An encouraging number of entries have been received for AWE's Schools Science & Technology Competition which carries a valuable prize of £10,000. Judging of the competition is due to take place shortly.

Schools Environment Competition

Prizes have been awarded in our annual Schools Environment Competition. A £500 prize went to Basingstoke's Aldworth Science College in the secondary school category. Joint winners in the primary school category were The Cedars from Aldermaston and Stockcross Primary School, each of whom received £500. Eight schools received £200 each as runners-up.

Berkshire Air Ambulance Cheque

AWE's graduates have raised over £3,500 for the Thames Valley and Chiltern Air Ambulance. (TVAA). The TVAA has been operating for four years and its day to day running and equipment costs are paid for by voluntary contributions.

£5k Newbury Volunteer Bureau

The Company's Community Committee has given Newbury Volunteer Bureau £5k to assist in its running costs. The cash injection will pay for its transport scheme for the next year which provides "Handy buses" adapted for elderly or wheel- chair bound passengers to enable them, amongst other things, to do their shopping, attend hospital etc.

Planning Applications update: Orion

A few confusing stories have appeared in the local media about plans for a proposed laser research facility to replace our existing HELEN laser. AWE plc carried out a feasibility study on the project on behalf of the MOD. This has been completed and our report is now with the MOD for decision on whether to go ahead. The MOD will resubmit the Notice of Proposed Development to West Berkshire Council with additional environmental information.

Apprentice School Visit

The visit, postponed since December, had been arranged for after the meeting.

ISO 9001:2000 and BS 7799 Accreditation

AWE has been presented with certificates to recognise the quality of our management system through accreditation to the ISO 9001:2000 (Quality Management) and BS 7799 (Information Security) standards.

Royal Society of Chemists

AWE has strengthened its partnership with the Royal Society of Chemists (RSC) by hosting a high profile meeting of its radiochemistry group. The event attracted nearly 80 delegates from around the Country and Europe. The meeting explored the theme of Radiochemistry in Treaty Verification.

John McMordie – Professor at Herriot Watt

AWE's Dr John McMordie has been appointed honorary Professor at Herriot Watt University. John is Assistant Chief Scientist at AWE.

Daryl Landeg – Head of Plasma Physics

Dr Daryl Landeg has been appointed Head of Plasma Physics at AWE. Dr Landeg moves from High Performance Computing.

Graduate Training Scheme reaccredited by IEE and ImechE

The quality of AWE's Graduate programme was confirmed when it was reaccredited by the Institutions of Electrical and Mechanical Engineers.

New AWE award schemes for science & engineering

A new awards scheme has been launched. Three awards have been created to complement the present Celebrate Success Scheme and will recognise major scientific and engineering achievements.

New confidential counselling service

From 1 February, AWE has access to Employee Assistance Programme support. This offers 24-hour telephone counselling, advice and information on a range of work related or personal difficulties and practical issues. The service is run on AWE's behalf by a professional and independent specialist, Personal Effectiveness Centre Ltd (a subsidiary of BUPA). This replaces the former in-house welfare service.

50 years of Burghfield involvement in nuclear weapons industry

February marked a special milestone in that AWE's Burghfield Site has been involved in the nuclear weapons industry for 50 years.

50 years of AWE Golf Society

On August 5th, celebrations are planned to mark 50 years of the AWE Golf society.

CND demo Easter 2004

CND is planning their usual Easter demonstration at Aldermaston. This year they are planning to revive the idea of a London to Aldermaston march.

5. Health, Safety & Environmental Issues- George Wall, Head of Environment**Company Key Performance Indicators**

Copies of the presentation slides were available at the meeting

The targets set for 2003 were significantly more challenging than previous years and we successfully met 9 of the 17 targets. Our performance only deteriorated in 3 areas: Lost time Accidents, Maximum dose to an individual and airborne beta discharge.

Lost time accident rates were discussed and it was reported that approximately two thirds of the 28 accidents involved manual handling or slips, trips or falls, while several more were the result of aggravation of pre existing medical conditions in the employees concerned. The recorded airborne beta discharge exceeded our company target by just 5% following the introduction in April of a more sensitive measurement technique which also detects naturally occurring materials such as Radon. The discharge remains well within agreed regulatory limits.

Variations to RSA Discharge Authorisations

AWE has applied to the Environment Agency for minor variations to its existing RSA Authorisation. A half-day workshop is being arranged at Portland House for LLC members to be briefed and have an opportunity to discuss the EA's forthcoming review of our RSA Authorisations. The workshop is currently scheduled for 23 April.

EFQM

AWE is committed to continuous improvement through a culture of excellence. This improvement is assessed annually using the EFQM (European Foundation for Quality Management). The 2003 annual assessment showed we have good approaches to most areas of managing our business but revealed some areas where we could improve in our assessment and review of results. As we are only at an early stage of participating in the Business Excellence assessment, we have chosen not to submit our assessment to EFQM yet but we hope to do this by 2005.

Environment Week

Environment Week is to be held Tuesday 8th-Thursday 10th June to coincide with World Environment Day (Saturday 5th June). Mr Wall noted in relation to the security clearance of some LLC members that it would be unfortunate if the next meeting had to be held off site and members were unable to visit the Environment Exhibition being held in the Thames Room.

Nuclear Weapons Regulator (NWR)

The MOD established the NWR to provide assurance on nuclear and radiological issues. Mr Jeal explained that the NII remains the legal Inspector for AWE, appointed by the Secretary of State. His team will continue to change as part of the NII's policy is to rotate people.

Pangbourne Pipeline

Mrs Williams raised the issue that in the EA report dated March, it is stated that the Pangbourne pipeline comes out in Purley and not Pangbourne. Mr Baker assured members that it was monitored exactly where it discharges.

Cllr Maynard asked whether the state of the river was taken into account involving potential discharges and whether, during any potential floods, discharges were kept within the river. In response, Mr Wall said the state of the river was definitely taken into account and discharges are well below the authorised limits.

A discussion took place around the issue of contractors and the Lost Time Accident rate. Mr Brown said that all Contractors go through a rigorous recruitment process and quarterly meetings are held with Directors of all contractor companies.

Mr Haight explained that all Lost Time Accidents are reviewed by the Executive Board who focus on preventative actions. There has been a roll out of behavioural safety across the Company. Mr Haight told members that the theme of the Assurance Conference in 2003 was "Target Zero" challenging the concept that some accidents are inevitable.

6. Infrastructure Issues- Jonathan Brown, Director Infrastructure

Light Pollution

AWE receives occasional interest in lighting levels on its sites but these are determined by the paramount needs of safety and security. The majority of site lighting has been in place for several years and changes can only be made in the event of major refurbishment or the new installations to the British standard. It was reported that we currently have approximately 2,500 streetlights on our sites.

Mrs Williams asked whether the changes would mean fewer or more lights. Mr Brown stated that it would potentially mean fewer lights but the changes would be scheduled into the overall Site Development plans.

Sitex (A) Re-run

The exercise re-run was a success and tested a particularly challenging scenario. The area for improvement seen in the previous exercise has been addressed and was successfully demonstrated on the day. The exercise was witnessed by the Health and Safety Executive.

PASCALEA Update

The PASCALEA report identified a need to communicate to the local community what environmental actions AWE were planning to undertake. One of the actions was to produce a public information leaflet based on the AWE 10 year Environmental Management Plan and the progress against it. A copy was given to members at the meeting.

The Plan is largely the response to the Quinquennial Review. It includes commitments made to the NII and EA in terms of remediation and decommissioning work.

Production of a new Environmental Leaflet covering a summary of legacy issues and the plans and progress AWE is making against them has started with information now being gathered. It is expected to be issued at the end of May 2004 to link with Environment week.

Site Development Update

Work on demolition continues within the Company's rigorous safety regime. The principal drivers remain to optimise our existing infrastructure, replace our ageing facilities where necessary to support our programme of work and to improve the image of the sites for stakeholders.

Closure of A340

Hampshire County Council plans to carry out work at Mulfords Hill, Tadley, during the coming months. When firm details of the work and restrictions are formally received, AWE will decide on any action necessary.

A discussion took place regarding the difficulties this will cause.

7. Update of the LLC Terms of Reference

The revised Terms of Reference sent to members were accepted with one minor adjustment.

8. Any Other Business

Cllr Dadswell reported a persistent “hum” which could be heard by the residents of Ravenswing Park. This was under investigation and it was suspected that a compressor is the source of the noise.

Bill Cane asked whether it was possible for new members of the LLC to visit the AWE Historical Collection. This would be possible, providing those members have been security cleared.

9. Date of next meetings

It was suggested that the date for the next meeting- 10 June be changed due to forthcoming elections on that day. This has now been re scheduled for **17 June**.

Future dates will remain as:

Thursday 2nd September

Thursday 2nd December

10. Visit to Apprentice Training School

Members of the LLC visited the Apprentice School at the close of the meeting.

Lindsey Appleton
Secretary to the AWE Local Liaison Committee