



**Minutes of the 92 AWE Local Liaison Committee Meeting
Wednesday 7th March 2018
AWE, Aldermaston**

Present:

Haydn Clulow	Director Site and Transformation AWE (Chair)
Cllr Philip Bassil	Brimpton Parish Council
Cllr Graham Bridgman	West Berkshire Council
Cllr Avril Burdett	Tadley Town Council
Cllr Jonathan Chishick	Tidmarsh with Sulham Parish Council
Cllr Roger Gardiner	Basingstoke and Deane Borough Council
Cllr Clive Littlewood	Holybrook Parish Council
Cllr George McGarvie	Pamber Parish Council
Cllr Ian Montgomery	Shinfield Parish Council
Jeff Moss	Swallowfield Parish Council
Cllr Barrie Patman	Wokingham Borough Council
Cllr Jonathan Richards	Basingstoke Council
Cllr David Shirt	Aldermaston Parish Council
Cllr Steve Spillane	Silchester Parish Council
Mark Hedges	AWE
Susie Tucker	AWE
Nick Bolton	AWE
Carolyn Porter	AWE – LLC Secretary
Philippa Kent	AWE
Michele Maidment	AWE
Scott Davis-Hearn	AWE
Victoria Hatwell	AWE
Sharon Wheeler	AWE
Katie Ellis	AWE
Marcus Hutchings	AWE
Alice Torr	AWE
Matthew Edwards	AWE

Regulators:

Gary Cook	Office for Nuclear Regulation
Stuart Parr	Environment Agency
Malcolm Peters	Environment Agency

Apologies

Apologies had been received from Councillors Dominic Boeck, John Chapman, Penee Chopping, Stuart Coker, Gerald Hale, David Leeks, Marian Livingston, Royce Longton, John Miller, Susan Mullan, John Robertson, Richard Smith, Jane Stanford-Beale and Tim Whitaker. Carolyn Richardson of West Berks also sent apologies.

Actions from previous meetings

Action 2/90 John Steele to present on an updated AWE Travel Plan.

We hope to be in a position to over this at the July meeting.

Action ongoing

Following the issue of the last minutes Cllr Bridgman mentioned that a question he asked of the ONR had not been recorded.

1. In respect of the final paragraph on page 6 regarding the Burghfield zone Graham Bridgman asked for (and received) an assurance that the discussions with Wokingham BC would not affect the determination of the Burghfield Emergency Planning area and were to be for clarification of process only.

Apart from the above the Minutes of the 91st Meeting were accepted as a true record of the meeting.

Chairman's update

Introduction

Haydn Clulow welcomed members to the 92nd meeting of the LLC and also welcomed Vicky Hatwell from AWE who is leading activities in schools for British Science Week.

Membership Changes

Haydn announced to members that this is Steve Spillane's last LLC meeting. He thanked him for his support and wished him well for the future. David Livingstone will take over as the representative for Silchester going forward. David Allen from Aldermaston Parish Council has stepped down and we wait to hear who will replace him.

Permit Application

Haydn referred to AWE's volatile beta permit application. He told members that Stuart Parr, Lead Regulator from the Environment Agency, would explain later in the meeting about the details of the permit application and put the levels of discharge into context.

He added that AWE publicised the details of the permit application once it had been formally accepted by the EA, which was just after the last meeting. AWE accepted there was a delay between the application being signed and it being made available in the public domain. While this delay had been construed as intentional by some, Haydn personally reassured members that this is not the case – AWE's aim is always to provide accurate and timely information about our operations.

Community Information

Haydn referred to the first edition of AWE's new email update 'NewsBrief' telling members that the December issue focused on the gender pay gap and the next edition, due to go out shortly, will focus on the new emergency planning area. This will be an easily digestible newsletter which can be forwarded to parishioners and will contain links to the relevant sections of our website.

More general news will still be shared via AWE's community publication Connect which will continue to be circulated to 56,000 homes and businesses twice a year with the next one being published in June. AWE will also send two email updates – **Connect Extra** – which will go out twice a year to all neighbours who have opted in to receive it. The first of these updates will go out later this month.

Parish meetings and drop in sessions

As the nominated representative for their areas, members were asked if they could go back to their councils and establish whether they would like AWE to attend a future council meeting and whether their residents have specific topics of interest. Members were asked to register their interest by April 20 and let AWE know dates of the meetings they would like AWE to attend. AWE will aim to accommodate as many specific requests as it can.

AWE is trialling new drop-in sessions starting next month. John Steele and Philippa Kent will host the first one at the Aldermaston Recreational Society on April 23 between 6pm and 7pm. These events are very informal and will last just an hour. They will be advertised on the AWE website and to parishes via the AWE LLC members. The idea is to provide an

opportunity for local people to ask questions about AWE site operations and community programme. If they prove popular they will be run on a monthly basis and members will kept informed of future dates.

National Apprenticeship week

This week is National Apprenticeship Week. As well as the community activities AWE have been giving lots of interviews and our apprentices have been running AWE's Twitter account this week highlighting all the great things about being an apprentice here.

Top 100 Women Project

Amy Lambden who completed her electronics apprenticeship at AWE last year has been selected to be filmed as part of the 'Top 100 Women' project - run by Krista Brown, the Diversity Champion Apprenticeship Ambassador for London. The video will include 100 women of all different ages and apprenticeship levels and aims to inspire more diversity in all types of apprenticeships as we celebrate the Centenary of women getting the right to vote.

Employee Engagement Survey

AWE have just completed another employee engagement survey and can report that it had a 78 per cent response rate, which is an exceptional uptake and a seven per cent increase on last year. The survey was carried out by independent specialists Best Companies who will be analysing the results and feeding them back to AWE during the next few weeks.

Awards

We were delighted that two of our colleagues were recognised in the Queen's New Year Honours. Engineer Jim West has been awarded an MBE for services to nuclear safety, and scientist Giles Graham has been recognised with an OBE for services to national security and counter-terrorism.

Last week also saw AWE win another award – this time for Outstanding Event Security. The team who organised our Family Day event last year received the award from UK OSPA (Outstanding Security Performance Awards) at the Royal Lancaster Hotel in London.

Support for Charity during adverse weather

AWE were pleased to be able to support local charity St Michael's Hospice in Basingstoke, whose supplies were running low due to delivery issues during the recent bad weather. The fact that we had to close our sites on Thursday and Friday, due to heavy snow, meant we had a surplus of sandwiches and fresh snacks in our canteen. Colleagues were able to deliver these to staff and residents at the hospice.

Protestor Activity

Haydn told members that CND are celebrating their 60th year and indications suggest that there may be an 'event' at AWE over Easter. All normal AWE protestor management will be in place and LLC members will be kept informed.

GDPR (Government Data Protection Regulations)

Susie Tucker referred to the new GDPR legislation due to come into effect in May 2018 and the implications in terms of AWE conveying information to their stakeholders. Members were advised that they will need to actively 'opt in' to all AWE's communications with them and encourage people in their communities to do the same.

Environment, Safety and Health Update

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

2017 Performance

Nick gave an overview of performance during the 2017 calendar year reporting that there

had been 15 OSHA Recordable Events in the year. This represents a 23% improvement compared with that achieved over the same period to December 2016.

A total of 99 First Aid Events occurred during the 12 months to the end of December 2017 which represents a 12% improvement in performance compared with that achieved over the same period to December 2016.

There were 7 RIDDOR Reportable Events during the 12 months to the end of December 2017, representing a 20% improvement performance compared with that achieved over the same period to December 2016.

Performance during January

During January 2018 there were six OSHA injury Event confirmed, ten OSHA First Aid Events and no RIDDOR Reportable Events.

The first aid events were slightly increased during February, mainly as a result of slips, trips and falls.

Performance data around the Nine Day Fortnight (9DF)

Following up on the action taken away from the meeting in September last year, Nick talked to members about the performance data around the 9DF. Results suggest that the 'Nine Day Fortnight' has had no long term discernible effect on our injury performance. It has not altered the (hazard) profile of our work activities just, in some instances, when those activities are carried out. Slips, trips and falls continue to make up the majority of our injury Events. Emphasis is being placed on situational awareness whilst travelling around our sites.

ONR INF1 Notifications

Members were told that there was one event reported to the ONR from November 2017 until the end of January 2018. During the 2017 calendar year there were a total of 38 and Gary Cook of the ONR told members that this figure is considerably less than that seen from Power Stations and reflects a healthy reporting culture.

Questions

Cllr Gardiner referred to the increase in the OSHA total recordable injury rate of contractors, asking why this should be higher than that recorded for AWE staff.

Nick explained that the nature of work carried out by some contractors tends to be more hands on so hence we would expect a slightly higher injury rate. AWE continues to work with its contracting partners to reduce their rates where possible.

Cllr Shirt asked what ratio of staff there is to contractors.

Haydn explained that there are approximately 1800- 2000 contractors compared to approximately 5000 staff.

Haydn asked for feedback from members on what they would like to see in the Environment, Safety and Health slides.

Liftshare at AWE

**Sharon Wheeler,
Senior Environment Specialist**

Sharon spoke to members about AWE's reduction of their carbon footprint through its liftshare scheme. The scheme was launched in July 2017 and supports Single Occupancy Vehicle (SOV) targets with West Berks.

The scheme is part of AWE's approach to being a responsible business and bringing benefits to the environment, its people and the local community. The target is to have fewer than 67% of the workforce at Aldermaston in single occupancy vehicles and 76% at Burghfield.

Liftshare is already helping with around 700 fewer cars coming onto site each day. A reduction in carbon emissions, less fuel consumption and fewer miles driven are some of the benefits being seen.

The AWE scheme is considered 'best in class' against other similar sized organisations and currently has 1,548 members. AWE achieved the same level of engagement in three months as Jaguar Landrover (JLR)

Questions

Cllr Chishick asked if it is known how many cars have been taken off the road as a result of the scheme.

Sharon advised that the statistics are not to hand but that they could be established and verified by the 2018 'gate survey', whereby there is a count of traffic entering site.

Cllr McGarvie asked about plans to sustain the scheme.

Sharon told members that there will be an annual re-launch event to keep the momentum going.

Site Update and Planning and Development

Mark Hedges
Planning & Estate Development Manager

There are no key planning issues to report.

Mark referred to the site closure on the 1st and 2nd March due to adverse weather conditions. He extended praise to the AWE team responsible for co-ordinating the controlled exit which took just 1.5hrs to clear both sites without impacting on the local communities.

Questions arising from the Site update

Cllr Spillane asked about the current situation with the Aldermaston Manor Estate
Mark advised that the last application was rejected and further applications have been invited.

Cllr Shirt reported that two bids had not qualified for enabling development.

Cllr Burdett asked whether AWE receive information on local roadworks

Mark advised that it is received and is published where it affects the workforce.

Ask the Regulators

Gary Cook Lead Site Inspector
Office for Nuclear Regulation

In response to an action taken away from the last meeting Gary delivered a presentation on the similarities and differences between the ONR and DNSR (Defence Nuclear Safety Regulator).

He told members that the ONR is the statutory regulator and so regulates all licensable activities at Aldermaston and Burghfield, DNSR regulates the authorised activities at Burghfield.

ONR inspectors are warranted and appointed under both the Energy Act 2013 (for nuclear safety) and the HSWA 1972 (for conventional safety) DNSR inspectors are not warranted and are an independent body of the Ministry of Defence. Their role is to ensure that risks are managed to standards equivalent to those required by legislation for activities where legislation doesn't apply.

ONR and DNSR work closely together and cooperate with each other.

Gary went on to brief members on the ONR report for the period telling them about the routine inspections during the period.

Routine inspections covering a number of Licence Conditions (LC) at Aldermaston and Burghfield during the quarter rated as 'green'. The exception to this was LC35 which received an amber rating because of the lack of decommissioning progress in two legacy facilities. ONR will follow this up.

Gary informed members that the determination of a revised Emergency Planning Area for Burghfield has now been completed and the redetermination is due to be shared on the 14 March.

Progress with both LC17 Improvement Notice and the LC13 specification is aligned with regulatory expectations and are on schedule for closure by the end of March 2018.

Questions

Cllr McGarvie thanked Gary for his ONR/DNSR presentation and asked whether DNSR feed into Sitex (AWE site exercises).

Gary explained that they do but don't actually take part in those at Aldermaston. They attend Burghfield exercises and assess the scenarios against Authorisation Condition 11.

Stuart Parr

Environment Agency

Stuart briefed members on AWE's recent application to increase its Volatile Beta discharge limit from its Aldermaston site. He told members that the EA have a process for handling permit applications which includes checking the application, duly made check, consultation and determination, and in this case an additional consultation period to consult on the draft decision and permit.

Members were advised of current permitted limits, had an explanation about what volatile betas are and how the EA determine the permit. The increase in limit being asked for by AWE is very small and allows for a little headroom.

EA have consulted on the application, procedurally classified it as a minor increase and are "minded to" grant the permit. However, due to the level of interest and comments made by stakeholders there will be a further round of consultation after Easter before the final decision is made. Following this a final decision document will be issued.

Questions

Cllr Bassil asked why if the increase is so small it is not already included in the existing headroom.

Stuart explained that when activities change and are outside the existing permit an application has to be made. The permit limits are 'hard stop' so a small increase to the limit is required to accommodate the extra work/activities being carried out.

Cllr Shirt asked why there was a need to relax the limit in the first place and what has changed to necessitate reverting back.

Haydn advised that more work is being carried out. There is a small change in the scope of work resulting in the headroom being needed.

Community Programme

Philippa Kent
Community Engagement Manager

Charity Update

Philippa told members about the £5k Charity Fund donation to Costello School in Basingstoke. This went towards a new kit for their Design and Technology Department.

AWE's charity partner Living Paintings launched 'Science Alive' at the Wonderlab Science Museum in London. They exhibited a library of touch books which bring STEM subjects to life for the blind and partially sighted.

British Science Week

Vicki Hatwell told members about AWE's involvement with British Science Week which runs from 9 – 18 March. This is sponsored by the British Science Association and takes STEM events and activities into schools. Vicky and a small outreach team are running an Exploration and Discovery competition in Tadley Library for primary schools. The task is to design a display and then present it to a judging panel.

Girl Guiding Outreach Project

Katie Ellis, Alice Torr and Matthew Edwards told members about the project a team of AWE graduates have been working on with the North Hampshire Girl Guide Association. This is a different approach from focussing on schools and aims to inspire and maintain interest in STEM throughout GCSE level, showcasing STEM in a new light for girl guides.

In answer to questions raised members were advised that there are not currently any Girl Guide badges available for STEM achievements, just a generic 'Science' badge. The project team also informed members that there is potential for the initiative to be adopted nationally.

National Apprenticeship Week

Marcus Hutchings
Skills Academy Manager

Marcus informed members of AWE's commitments to diversity, STEM (Science, Technology, Engineering and Mathematics) and WISE (Women in Science and Engineering) events in schools.

He talked about AWE's current apprenticeship programme which includes the offering of new disciplines in addition to those in engineering which have historically been available at AWE. Amongst these are Finance, Supply Chain Management, Human Resources, Information Technology and Motor Vehicle (HGV) maintenance. The future programme will include trades/disciplines offered at degree level.

Marcus spoke to members about National Apprenticeship Week which runs from 5 – 8 March, telling them about some of the supporting activities AWE have in place. These include a radio and twitter campaign, AWE's annual Female in Engineering and the inter-school

challenge at Tadley Community Centre, Girls in High Tech, and a careers advisors event and Basingstoke Council and schools assemblies.

Questions

Cllr Shirt asked about the retention rate of apprentices.

Marcus advised that there is typically a 2% loss during learning, a 90-95% retention during year one and 60-65% retention during year 4.

Cllr Chishick enquired as to whether all apprentices are guaranteed a job following completion of their apprenticeship.

Marcus confirmed that all are offered employment.

Cllr Spillane asked whether there are any statistics in terms of apprentices leaving and returning again later in their careers.

Marcus advised that where previous engagement as an apprentice has been flagged, the data can be retrieved.

Any other Business

Cllr Spillane expressed his thanks for the tour of Orion that was arranged for a small number of members in February. He found it very informative and was full of praise for the distinguished scientist who hosted the tour.

Close

2018 Meeting Dates

Wednesday July 4th [Aldermaston site – venue altered due to operational reasons]

Wednesday November 7th

Carolyn Porter
LLC Secretary