



**Minutes of the 87th AWE Local Liaison Committee Meeting
Thursday 8th December 2016
AWE, Aldermaston**

Present:

Haydn Clulow	Director Site, Chair
Susie Tucker	Director Strategy and Communications AWE
Cllr Graham Bridgman	West Berkshire Council
Cllr Avril Burdett	Tadley Town Council
Cllr John Chapman	Purley on Thames Parish Council
Cllr Jonathan Chishick	Tidmarsh with Sulham Council
Cllr Roger Gardiner	Basingstoke and Deane
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 John Miller	Padworth Parish Council
Cllr Ian Montgomery	Shinfield Parish Council
Jeff Moss	Swallowfield Parish Council
Cllr Susan Mullan	Tadley Town Council
Cllr Barrie Patman	Wokingham Borough Council
Cllr Jonathan Richards	Basingstoke Council
Carolyn Richardson	West Berkshire Council
Cllr John Robertson	Mortimer West End Parish Council
Cllr David Shirt	Aldermaston Parish Council
Cllr Steve Spillane	Silchester Parish Council
Cllr Clive Vare	Aldermaston Parish Council
Cllr Tim Whitaker	Mapledurham Parish Council
Nick Bolton	AWE
Philippa Kent	AWE
Carolyn Porter	AWE – LLC Secretary
Michele Maidment	AWE
John Steele	AWE
Bob Barclay	AWE
Liz Pearce	AWE
Ian Licence	AWE

Regulators:

Bruce Archer	Office for Nuclear Regulation
Joanna Moakes	Environment Agency

Apologies

Apologies had been received from Councillors Mike Broad, Dominic Boeck, Gerald Hale, Marian Livingston, Ian Morrin and Richard Smith.

Actions from the last meeting

Action 1/85 Corporate Communications to provide list of e-mail addresses to Chief Inspector Frank.

Awaiting confirmation of new point of contact

Members e-mailed with an update and new contact details on 16 Nov – Action closed

Action 1/86 Philippa Kent to notify members of the geographic statistics of the apprentice intake.

Statistics e-mailed to members post meeting

Action Closed

The Minutes of the 86th Meeting were accepted as a true record of the meeting.

LLC membership changes

Lynn Austin, parish council member for Ashford Hill has left the LLC as she is moving out of the area. We thank her for her contribution to the committee.

We also welcome to this meeting Avril Burdett who is representing Tadley Town Council instead of Mike Broad.

Chairman's update

Award Winning Apprenticeship scheme

The chairman told members of his delight that AWE has won the south-east Large Employer category in the regional rounds of the prestigious National Apprenticeship Awards 2016. This award has been given in recognition of AWE's longstanding commitment to excellence in its apprenticeship programme. AWE were up against top national companies who are leaders in their fields and it is a real achievement. He congratulated the whole team at the Skills Academy and AWE's outstanding apprentices whose achievements underpin this success.

Acting on your feedback

At the last meeting members were asked to give feedback on what they would like to hear about in more detail. They told us that career opportunities at AWE were one of the areas they believed were of greatest interest to them and local people. For this reason the meeting this quarter was held in the AWE skills Academy. There will also be the chance to tour some of the facilities in our mechanical and electronics training workshops.

In the feedback the other areas identified as being of greatest interest were emergency response arrangements and AWE's schools outreach programme. We will pick up on these topics for more in-depth presentations at future meetings.

Member responses suggested they are broadly happy with the style and content of the meetings. Comments were however received on the need to make slides clearer and to increase the volume in presentations.

Other news

Environmental excellence

Congratulations go to our environment team - AWE's innovation and excellence in environmental performance were recognised at the Thames Valley Business Awards last month when we were nominated for the Green Progress Award.

Industrial Action

If you live near our Aldermaston site you may have been aware of the strike action by staff last month. The action included peaceful picketing of the site gates and a march around the site boundary.

We respect colleagues' rights to express their views and communications with staff and Trade Unions on the future of the pension scheme are ongoing.

AWE's commitment is to put in place future pension arrangements which ensure the long-term affordability of the scheme. We are continuing to hold discussions with the Trade Unions and have undertaken detailed contingency planning to ensure we have resilient measures to deal with industrial action. We can reassure the public that the company has in place procedures to maintain the safety of our operations.

Community News

Our community programme continues to flourish. We are working closely with our local Charity of the year – Living Paintings - to support new resources for visually impaired young people, including inspiring audio blogs and science experiments.

Teams of our scientists and engineers are continuing to work with students of all ages to inspire our future workforce. Highlights include a new partnership supporting engineering in the University Technical College in Reading. You will hear more about this and other activities in our community update.

Environment, Safety and Health Update

Nick Bolton, ESH Service Delivery Lead (SET)

Performance during the period

Nick gave an overview of the perfect day performance covering the period July - October 2016. He reported that in FY 17 up to end October AWE achieved 102 Perfect Days generating a total donation of £10,200 for the Company's chosen charities.

Members were advised that there is a review of the criteria in reporting both security and regulatory data which will conceivably lead to an increase in the number of perfect days.

There were two plant or process related abnormal events during the period and eight experiences of work-related ill health, or work related injury requiring treatment above first aid. Injuries requiring First Aid have dropped and included mainly trips and falls.

One Community Concern was recorded during the period. A neighbour reported that black smoke was blowing across their property causing a nuisance. The issue arose from the burning of explosively contaminated waste at AWE's burning ground. Nick explained that burning this type of waste is in line with industry best practice and that care is taken to monitor wind direction to keep any inconvenience to neighbours to a minimum. AWE agreed with the individual that it would notify them when this activity is to take place again.

Highlights

Nick reported that in the period AWE achieved its lowest ever OSHA Total Recordable Injury Rate, the lowest rate achieved since current recording methods were implemented in 2007.

AWE has been awarded the MOD Sanctuary Award as runner up in the Sustainability Projects category

Also during the period company learning events on NIMROD and National Road Safety Week were held as well as a visit from Environment Agency Deputy Director of Radioactive Substances Regulation.

Question arising from Environment, Safety and Health Update

Cllr Bridgman asked out of how many total days are the 102 perfect days.

Haydn Clulow advised that this would be 102 days out of a possible 214 working days during the period April 1 to October 31.

Site Update

Haydn Clulow, Director Site

Haydn Clulow reported that there is currently no information suggesting any major planned demonstrations.

He told members that in the lead up to Christmas we will experience regular small peaceful Advent Vigil's by the Quakers and Christian CND; this normally takes place twice a week at one or more of our gates.

Planning and Estate Development Briefing

John Steele, Planning & Development Manager

John Steele reported on the Aldermaston Manor Development Proposal which includes 227 new dwellings, 23 apartments in the Manor House and demolition of Portland House.

He told members that the Defence Infrastructure Organisation (DIO), on behalf of MOD, has objected to the planning application on the grounds that the proposal is: "contrary to the adopted Development Plan (and) could constrain the future utility of AWE Aldermaston" DIO has also requested the Secretary of State to "call-in" the planning application as "the proposed residential development at Aldermaston Court therefore raises issues of more than local importance and may conflict with national security interests".

Aldex Exercise

Carolyn Richardson, Emergency Planning Officer, West Berks Council

Carolyn Richardson gave members an outline of the Aldex exercise which took place on 7th November 2016, a test of the AWE Emergency Plan. She explained that over 400 people took part in this National exercise with representatives from over 40 agencies.

A hot debrief on the day of the exercise was undertaken and an online survey which participants have been asked to complete closed on the 2nd December and is now being analysed. A 'cold' de-brief is taking place with agencies on the 15th December with anticipated final report being approved in late January/early February 2017.

Questions on Aldex

Cllr Gardiner asked in terms of the scenario, what potential effects there would have been on local residents.

Carolyn Richardson advised that local residents would just have the need to shelter.

Ask the Regulators

Bruce Archer, Office for Nuclear Regulation

Bruce Archer gave members an overview of the ONR report for the period 1 July to 30 September 2016. He advised members of the ONR follow-up inspection of Licence Condition 14 (Safety Documentation) which was undertaken to follow up on concerns raised during a previous LC14 inspection in 2015 where ONR found AWE to be non-compliant with its arrangements for the production and governance of key safety documentation. ONR is therefore considering its overall findings against LC14 using formal procedures to decide on proportionate regulatory enforcement action.

ONR is progressing with its assessment of the 10 yearly PRS (Periodic Review of Safety) submission for a legacy manufacturing facility on the Aldermaston site, and is working towards a regulatory decision date in March 2017.

Mr Archer also mentioned that on 30 September, ONR closed out the Improvement Notice (IN) that it had previously placed on AWE regarding the management of Higher Activity Waste (HAW) on the Aldermaston site. They will continue to engage with AWE on a forward HAW work programme to deliver hazard and risk reduction.

Questions

Jeff Moss and Cllr Bridgman referred to the LC14 non-compliance questioning why AWE had “not done the right thing” following the inspections in 2015.

Haydn Clulow confirmed that action was taken by AWE, including RLI (Review, Learn, Improve) sessions and development of an action plan which will be shared with the ONR. Mr Clulow assured Mr Archer that AWE would “get it right” next time for the 10 yearly production facility Periodic Review of Safety (PRS) submission in 2018.

Cllr McGarvie asked about the “non- routine matter” mentioned in the report whereby a live buried 415V power cable was damaged during excavation work that was being undertaken as part of a decommissioning project.

Bruce Archer confirmed that the incident met the ONR criteria for a full investigation and ONR would progress the investigation towards the end of January 2017. ONR has written to AWE requesting confirmation that AWE is taking appropriate actions to prevent recurrence pending the outcome of the ONR investigation.

Cllr Shirt asked how the Improvement notice relating to management of Higher Activity Waste on the Aldermaston Site had been closed out.

Bruce Archer confirmed that AWE had met the requirements of the notice by selecting a proposed way ahead and **Haydn Clulow** confirmed that MOD funding was in place and that the plan was moving forward. **Cllr Shirt** requested visibility of the plan for the LLC. Mr Clulow said that AWE would keep members informed and present on the programme at a future meeting.

Action 1/87 AWE to present on the HAW programme at a future meeting.

Action ongoing

Joanna Moakes, Environment Agency

Joanna gave members an overview of the EA report for December 2016 and started by telling them that the EA is working closely with the ONR with regard to transport and packaging of the higher activity waste.

Members were advised that the EA has reviewed AWE's proposed temporary changes to its environmental monitoring programme to enable the widening of the Burghfield Brook to proceed, which is part of the flood alleviation project. They are satisfied that the environmental monitoring programme continues to meet BAT (Best Available Techniques).

Joanna told members that the EA continue engaging with AWE on their power and steam generating plant and its future replacement with a more efficient, lower emission facility.

The EA have had some preliminary discussions regarding potential variations to the conventional water discharge permits at both Burghfield and Aldermaston. Joanna informed members that it is important that EA ensure all permits on the site are fit for purpose and continue to protect the environment.

Community Programme

Philippa Kent, Community Engagement Manager

Philippa updated members on some of the school and career activities which have taken place recently. These include the Go Kart Challenge and Ada Lovelace event in support of primary level school children and at secondary level a Young Scientist of the Year competition, an Engineering Challenge and participation in the Girls in Hi Tech Business programme led by educational charity Education Business Partnership West Berkshire

Members were also told about the early careers support for AWE's community programme.

Questions arising from Community Programme

Cllr Gardiner was interested to learn whether the programme could also embrace the older generation (via perhaps U3A).

Philippa confirmed that this is something that is being looked at and that she would welcome any ideas.

Employee Engagement Survey

Susie Tucker, Director Strategy and Communications

Susie explained to members the importance of the survey. An engaged workforce experiences less accidents, reduced employee performance problems, higher productivity and few errors.

The survey questions were geared towards eight factors – leadership, my company, my manager, personal growth, my team, wellbeing, fair deal and giving something back. The overall company results show that both the 'leadership' and 'fair deal' factors are the areas which need some improvement and the 'my manager' and 'giving something back' factors to be strengths.

Positive initiatives to address the areas where improvement is needed are already taking place and include business briefings, leadership workshops and 'Living our Values'. Action planning at a company and local level are already underway.

Any other Business

Cllr Mullan requested that a line for the member names be added to the feedback form

Action 2/87 Feedback form to be amended.	Action ongoing
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Cllr Leeks asked for an update on the site left vacant by the demolition of the Falcon Pub. **Haydn Clulow** advised that an update/brief would follow post meeting.

Action 3/87 AWE to provide an update on the site left vacant by the demolition of the Falcon Pub.	Action ongoing
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Cllr Leeks asked if the EA and ONR reports could be e-mailed to members ahead of the meetings.

Action 4/87 EA and ONR reports to be sent to members in advance of the meeting.	Action ongoing
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Careers Presentation and Facility Tour

For the second half of the morning councillors were joined by careers advisors from local schools and colleges for a presentation on careers at AWE. The presentation was timed to coincide with the launch of the Company's recruitment campaign for 2017.

AWE apprentices and graduates gave an overview of the range of entry routes and variety of opportunities that are available.

After the presentation there was an opportunity to tour the mechanical engineering and electronics workshops at AWE's Skills Academy.

2017 Meeting Dates

Wednesday 8th March

Wednesday 7th June

Wednesday 6th September

Wednesday 6th December

Carolyn Porter
LLC Secretary