



West Cumbria Sites Stakeholder Group

Decommissioning Sub Committee

Present

Cllr Norman Clarkson, Chairman
Mr Ron Hargreaves, Vice Chairman
Mrs Claire Tandy, Meeting Secretary

Mrs Alyson Armett
Mr Tony Bishop
Mr Joe Clark
Cllr Peter Connolly
Mr Paul Foster
Mr Chris Halliwell
Mr Russ Mellor
Mr Ranald Stewart
Mr Rob Waters
Mrs Fee Wilson

Apologies

Mr Ron Cooper
Cllr Mike Davidson
Mr Peter Mann
Mr Joe Murdock
Mr Stephen Tandy

Observers

Manisha Mistry
Susan Potter

1. Chairman's Welcome and Opening Remarks

The Chairman updated the meeting members that since the last meeting of the Sub Committee, both he and the Vice Chairman had met with Mr Mellor and Mr Foster and had found the meeting to be extremely useful and informative.

In addition, the Chairman and Vice Chairman had visited Sellafield's Magnox First Generation Storage Pond and the Solid Waste Storage Silo where they found safety and security to be of paramount importance. Mr Mellor and Mr Halliwell accompanied the visitors alongside facility operations managers. The team's enthusiasm for the work was excellent and the Chairman commented that he was sure that would continue.

The Vice Chairman commented that he had also found the visit to be extremely useful and it had helped him better understand the scale of the task that the team face at Sellafield. He added that the attention to detail and the housekeeping of the plants was exemplary which gave a feeling of confidence and the teams should be congratulated on their work.

The Chairman also commended the focus on safety, especially in relation to handrail safety and commented that this focus was reflected in the good accident rate.

2. Review of Previous Minutes and Outstanding Actions

The minutes of the previous meeting were agreed as a true record. The Vice Chairman commented that he preferred the new format of the minutes.

3. Decommissioning Directorate Report

Mr Mellor was invited to give the Decommissioning Directorate Report. Mr Mellor advised that as the report had been distributed it could be taken as read but highlighted the following issues:

- Last years Cost Performance Index (CPI) and Scheduled Performance Index (SPI) were both good but the SPI could be improved upon. The Directorate had also achieved 90% of milestone targets.
- Safety performance was very good but there is always room for improvement. It is essential that no one goes home harmed or injured.
- The Decommissioning Directorate are involved in the Integrated Change Programme (ICP) and this programme will be the backbone to improvements on the site. Although there are 18 work streams in the overall ICP, the Decommissioning team are focussing their attention on 8 of these areas as a priority as it is believed that they will provide the greatest improvement opportunity.
- The projectisation pilot (the programme which ensures that resources are made available within the projects and workfaces to allow the delivery of the programme) which was carried out in the Magnox First Generation Storage Pond has been concluded successfully and the lessons learned from the pilot will be used in the site wide programme which is due to be implemented in July.
- The recent completion of the skip removal from the Pile Fuel Storage Pond sees the delivery of a commitment made to the NII. Although the target dates for the milestone were missed, they were met the following month. The harsh weather over the winter impacted on the delivery of the milestone.
- The Pond Purge Unit in the Magnox First Generation Storage Pond has been constructed, tested and installed. This is a critical piece of equipment which will limit dose uptake to workers. The equipment is almost ready to be commissioned.

- Staff from Thorp were mobilised to carry out work in the legacy ponds and silos area. The work that they have been engaged in is work which will enable further work to be carried out.
- Isolations in the Magnox First Generation Storage Pond have been carried out. This work has been brought forward from 2014 to this financial year.
- Additional modernisation work is being carried out in a number of facilities including upgrade work and asset care and maintenance work.
- The Prototype Fast Reactor Fuel (PFR) Fabrication Facility has completed the removal of all of the fissile material from the facility. This has allowed the facility to be re-categorised and downgraded from a Category 1 facility to a Category 3 facility.
- The Primary Separation Plant team has processed a large proportion of metals retrieved from the process cells through the on site wheel abrator facility having a positive environmental impact through reducing the amount of waste being disposed of.
- Windscale decommissioning operations continue to progress well. The pressure vessel of the Windscale Advanced Gas Cooled reactor is almost complete. The Piles project is also progressing well. A lot of enabling work is being carried out to allow the Fuel and Isotope removal from the reactor. The West Air Inlet Duct (WAID) Y section is also being demolished to allow other decommissioning structures to be installed.
- It was reported in an earlier meeting that the Active Handling Facility at Windscale had identified some anomalies. A full audit is now being conducted in relation to facility records. It is anticipated that the audit may identify further anomalies but these will be dealt with when identified. The facility is also undergoing upgrades and asset improvement.

Mr Clark said that the report discussed the Euratom submission in relation to Pile 1. As Pile 1 was previously a military establishment, a Euratom submission is not required. The project team is waiting for written confirmation of this fact.

Mr Hargreaves asked when the Fuel and Isotopes (F&I) would be removed from the Piles. Mr Bishop commented that a lot of enabling work is being carried out to enable the F&I removal. The scheduled date for completion is 2021.

Mr Hargreaves congratulated the team on the re-categorisation of the PFR Fuel Fabrication Facility and commented that this equated to a significant reduction in hazard.

4. Sellafield Site Performance Report

Mr Foster reported on the Sellafield Site Performance. A formal report had been circulated prior to the meeting and could be taken as read. He commented that in relation to safety, there have still been a number of mundane and routine accidents which are a disappointment. It is hoped that the introduction of the Peer to Peer Observation initiative which was launched

in April will reflect positively on safety. Mr Foster did report that the 2 million man hours have recently been achieved without a lost time accident which is an excellent achievement on a site the size of Sellafield. The majority of the lost time accidents do not tend to relate to incidents on the workface which suggest that on the job risk assessments are good but relate to slips, trips and falls etc.

A recent site achievement relates to the removal of the 2,300 tonnes of asbestos from Calder Hall. This project was completed under budget and reduces the hazards from an ageing facility.

Thorp performed better than target last year and it is hoped that they will perform better than target this year.

There have been some issues in relation to Magnox reprocessing. Less fuel than expected has been received from the Magnox stations and this could ultimately impact on the duration of the Magnox programme which in turn would have an impact on the site programmes. The situation needs to improve and the Sellafield Ltd team is supporting the Magnox Team where possible.

The Sellafield MOX Plant has exceeded its target for the first time which is extremely significant. There has been a record output of pellets and rods from the facility and this increased yield bodes well for future commercial operations.

During the past year, the team responsible for vitrifying highly active liquor had a target of vitrifying 3000 teU. The team has vitrified 4600 teU, reducing the stocks of highly active liquor on site.

Some concerns continue in relation to the Site's evaporative capacity. Two of the evaporators are near to the end of their operational life. Evaporator D will be on line soon and the project is currently some 8 months ahead of schedule and this should come on line before the situation becomes critical for the site.

Some plutonium contaminated waste (PCM) packages have been removed from their existing stores on site, treated, repackaged and moved to a new engineered store.

Project delivery has also improved this year with better performance on the Sellafield Product and Residue Store, Encapsulated Product Store 3 and Evaporator D. There have also been a number of successes in relation to the legacy ponds and silos projects.

Mr Foster added that this financial year has started well in terms of performance. There have been some issues relating to the Annual Site Funding Limit but these would be addressed under the "Any Other Business" heading.

The Chairman asked if the issues relating to the Magnox stream were a significant concern. Mr Foster responded that Sellafield are looking at other options in relation to Magnox reprocessing, i.e. dry store or encapsulation and added that the regulators are kept informed and engaged in discussions and Mr Waters confirmed that this was the case.

Cllr Connolly asked for confirmation of where the asbestos from Calder Hall had been sent for disposal. Mr Halliwell commented that it was currently being stored on site. Mr Hargreaves commented that there was a licensed asbestos facility in Cumbria and Mr Halliwell confirmed that this was the case but there was limited capacity. The site constantly tries to reduce the amount of waste being sent off site and are using site facilities (i.e. the wheel abrator) to increase the amount of metals which can be released as clean material. The site tries to reuse or recycle materials wherever possible rather than disposing of as waste.

Mr Clark also added that the Peer to Peer Observation process does work but commented that the report should read that it is an aspiration to achieve 100,000 observations as opposed to an objective. The process is voluntary and targets should not be set. Mr Foster commented that this process also requires a change in culture as people have to accept constructive challenges as well as being able to challenge others in the appropriate manner. Mr Mellor added that we need to promote a culture where people look out for one another.

5. Nuclear Decommissioning Authority (NDA) Report

Mrs Armett presented the NDA report to the meeting members reporting that safety performance at Sellafield was good but could be improved upon.

Mrs Armett also discussed that the NDA have a number of Departmental Strategic Objectives (DSOs) which are agreed with government. Out of these, 44 milestones were set for Sellafield Ltd to deliver. Out of the 44 milestones, 41 were successfully achieved and three were missed. Overall, Sellafield Ltd delivered £1553 million of budgeted work for £1449 million expenditure.

The Sellafield Annual Site Funding Limit (ASFL) has been set by the NDA and is £1.5 billion pounds out of the NDA's annual budget of £2.8 billion which reflects the NDA's prioritisation of decommissioning high hazard facilities across the estate.

Mrs Armett then advised the meeting attendees that Tony Fountain joined the NDA in October as Chief Executive Officer. Mr Fountain has initiated a review of the organisation's processes and structure. The new executive team was announced in April with John Clark taking on the role of Executive Director for Business Planning and Richard Waite taking the role of Executive Director for Delivery. Other directors report through Mr Clark and Mr Waite. The team wait to see if additional changes filter down through the organisation and the team continue to support the external consultants from Maracon who are carrying out an organisational effectiveness review.

Mr Hargreaves commented that the performance of the evaporators is crucial to the site's income. Mrs Armett responded that Evaporator C continues to be operational and Evaporators A and B are contingencies. The Evaporator D project is ahead of schedule and there was authorised acceleration in 09/10 and this may be considered for 10/11. Mr Mellor added that some work has been done on Evaporator C recently due to operating regimes, there is now more confidence that it will last until Evaporator D comes on line. Mr Foster commented that the Evaporators were built to be operational for the duration of the Magnox programme and the maintenance and upgrade costs of the evaporators and High Active Liquor (HAL) tanks are all costs which need to be met.

6. Nuclear Installations Inspectorate (NII) Update Report

A report was circulated to meeting members prior to the meeting and could be taken as read. Mr Waters noted that the report comprised some of the key information reported to the main WCSSG meeting. The NII's focus remains on hazard and risk reduction in the legacy plants and Mr Waters commented that a lot of preparatory and enabling works are ongoing at present.

Mr Waters advised the meeting attendees that a number of changes to the NII organisational structure have been proposed. The Office of Nuclear Regulation will be formed, comprising the NII, Safeguards and OCNS. The regulatory power will remain unchanged. The Environment Agency remains a separate regulatory body.

The NII are monitoring the site's Integrated Change Programme and a lot of work is ongoing in relation to License Condition 35 arrangements. This License Condition relates to making and implementing adequate arrangements for Decommissioning. The arrangements haven't progressed as quickly as decommissioning progresses on the site.

Mr Waters advised the meeting that the NII would no longer use specifications to monitor site improvement requirements as they are not believed to be the best regulatory tool. The NII will now start to regulate using milestones and a more project management based approach to monitor decommissioning progress. Milestones will allow monitoring to take place and corrective action to be taken earlier. Previous arrangements meant that a specification would be reviewed at the target completion date and it would either be met or not. The new approach means that issues can be highlighted earlier.

The NII endorsed that the Calder Hall asbestos removal project was a significant piece of work. A lot of thought and good work went into the project. The boilers are now being looked at as they have started to corrode.

Mr Waters commented that although initial work had been carried out at Windscale in relation to integration to Sellafield, full integration now needs to take place.

Mr Waters also added that the NII are very supportive of the Contamination Baseline Survey work which is taking place at Sellafield.

Mr Hargreaves asked if fuel could be taken from Calder Hall to support the Magnox programme. Mr Foster responded that this is something which is being considered. Calder Hall was due to be de-fuelled after Chapelcross but consideration is now being given to bring this forward.

Mr Clark noted that in relation to Mr Waters's comments about integration, on a site level, the teams are working well together and are saving money by working together so the local working arrangements are good. Mr Mellor added that the wider Sellafield Site is also learning from the Windscale team. Mrs Wilson said she would ask for an update on integration to be given at the Windscale Regulatory Forum.

7. High Hazard and Risk Reduction

Following a meeting with the Chairman and Vice Chairman, it was suggested that an agenda item on hazard and risk reduction be added to the meeting agenda. Mr Mellor provided a presentation to the meeting members, offering a definition of hazard and risk. As part of the presentation, Mr Mellor explained that the purpose of the Legacy Ponds and Silos strategy is to remove the risks and hazards posed by the inventories and degraded facilities. The objectives relate to the stewardship of nuclear materials and the facilities in which the materials are contained, the acceleration of high hazard and risk reduction activities, asset care and retrieval operations. The presentation also covered some of the recent key accomplishments and achievements in the Legacy Ponds and Silos.

Mr Mellor explained the NDA Safety and Environment Detriment Score and explained that 5 of the priority projects in the top ten are within the Decommissioning Directorate.

Mr Mellor concluded the presentation by explaining that risk and high hazard reduction is a national priority and at Sellafield, the teams are aiming to deliver more work than the contract baseline through the Integrated Change Programme.

Meeting 5 Action 1: Alyson Armett to send the SED mathematics to Claire Tandy for onward distribution to meeting members as required.

The Chairman asked if staff were fully aware of the aims and objectives relating to risk and hazard reduction. Mr Mellor confirmed that the Performance Management system is used to communicate the organisations goals, aims and objectives and then individual objectives are set which relate to the overall goals.

Mr Mellor commented that the next focus is on starting retrievals work. A lot of good work has been carried out as a precursor to retrievals and it is envisaged that by the end of the first tenure of Nuclear Management Partners, an increase in productivity and decommissioning should be seen year on year by up to 30%.

The Chairman added that it was a difficult time with many pressures and the management and workforce should be congratulated on the work they are doing. He added that many of the plants were constructed with little thought for decommissioning which the team is dealing with well through a well thought out decommissioning programme. Fortunately, future plants and facilities will be built to allow more straightforward decommissioning.

Meeting 5 Action 2: Mrs Tandy to circulate Mr Mellor's presentation to the meeting members.

Mr Hargreaves thanked Mr Mellor for an informative presentation.

Mr Waters added that the role of the Regulators is to challenge work programmes to ensure that a practical programme of work can be achieved in a timely manner.

Mr Hargreaves added that it was reassuring that the regulators do challenge where necessary.

Cllr Connolly commented that the Decommissioning Sub Committee has a duty to the public. It is important that the elected representatives who attend the sub committee meetings feed back to other councillors and it is important that copies of information be made available in the member's room.

8. Any Other Business

Mr Foster raised the issue of the site funding limit under the heading of "Any Other Business". He explained that the Life Cycle Baseline document which is currently being prepared reflects the work that we are currently capable of as a site. The plan indicated a work scope reaching out to 2123, this timescale does not take into consideration any aspirations or future efficiencies. This plan differs to the last one as the last plan did include aspirations and targets. Mr Foster added that the site will aim to improve on the estimates by being more efficient.

With regards to funding, increased work in the high hazard, high risk areas means that an extra £100 million will be spent on hazard and risk reduction activities so there will be an impact elsewhere on site. The management team is currently trying to identify where spending can be reduced i.e. by reducing external spending or deferring lower priority work etc.

The Sellafield Management Team has entered into consultation with the unions on the potential impact on the site employees. The site needs to reduce its' overheads so this may impact on the overall site headcount. Mr Foster added that it is important that we continue to realise efficiencies and remain focussed on safety.

Mr Waters commented that the NII has not yet signed onto the Life Cycle Baseline document and there are still some concerns as some of the dates have moved back longer than anticipated. Mr Foster confirmed that the regulators were bought into the process but not necessarily the outcome. Mr Hargreaves commented that it is important that any future plans are based on reality and accepted as such. Mr Foster added that although some dates have moved out, they are not deferred. Mr Waters commented that changes will have to be justified through the NII. The Chairman added that it was reassuring that safety would not be compromised.

As a separate item under Any Other Business, the Chairman asked that his thanks be passed on to the management team and the workforce for the work that they are undertaking.

9. Election of Chairman and Vice Chairman

The Chairman handed over this agenda item to Mrs Tandy who explained that on an annual basis, the meeting attendees are required to elect a Chairman and Vice Chairman for the forthcoming year. On requesting nominations, Mr Stewart nominated Cllr Clarkson as Chairman and Mr Hargreaves as Vice Chairman. Mr Clark supported the nomination stating that he had confidence in the current incumbents of the position. Cllr Clarkson and Mr Hargreaves accepted their positions.

Chairman:

Cllr Norman Clarkson

Secretary:

Claire Tandy

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Action Reference	Action	Action Status
(M1)01	Claire Tandy to write to Bob Churchill/Ian Roxburgh of the NDA on behalf of the Decommissioning Sub Committee and ask for the name of the NDA representative who will attend future meetings. Also confirm the name of a nominated deputy.	Complete
(M1)02	Claire Tandy to include "Hazard Reduction Index" as an agenda item at the next Decommissioning Sub Committee meeting.	Complete
(M1)03	Chris Halliwell to arrange a visit to Sellafield Decommissioning Projects for members of the Decommissioning Sub Committee.	Complete
(M1)04	Chris Halliwell and Peter Mann to discuss reporting for the Sub Committee prior to the next meeting.	Complete
(M1)05	Claire Tandy to add agenda items to the next meetings agenda as appropriate.	Complete
(M2)01	Report to the WCSSG that it was disappointing that the NDA were unable to send a representative to the meeting to discuss the NDA Hazard Baseline agenda item and carry this agenda item on to the next meeting agenda.	Complete

(M3)01	Mrs Tandy to include the Hazard Baseline as an agenda item for the next Decommissioning Sub Committee Meeting.	Complete
(M3)02	Mr Halliwell to make the DVD on the Sellafeld Decommissioning Projects available to the Sub Committee Members.	Ongoing Restrictions remain in place for the DVD and it is not currently available for distribution. When it can be distributed, it will be made available.
(M4)01	M4 Action 1 – Claire Tandy to arrange a meeting with the Chairman, Vice Chairman and Paul Foster to discuss the performance report for the next sub committee meeting.	Complete
(M4)02	M4 Action 2 – Mrs Tandy to invite Mr Bob Jones or Mr Phil Hallington to the next meeting of the Decommissioning Sub Committee to present the Safety, Security and Environmental Review.	Ongoing
(M4)03	M4 Action 3 – Peter Mann to provide an update of the Active Handling Facility progress at the next Decommissioning Sub Committee meeting.	Complete
(M5)01	M5 Action 1 – Alyson Arnett to send the SED mathematics to Claire Tandy for onward distribution to meeting members as required.	New Action
(M5)02	M5 Action 2 - Mrs Tandy to circulate Mr Mellor's presentation to the meeting members.	New Action