



WEST CUMBRIA SITES STAKEHOLDER GROUP – WINDSCALE SUB COMMITTEE MEETING (WCSSG – WSC)

Meeting Reference M1/08

Date 4th March 2008 **Copies To** Meeting Members,
Invitees & Attendees

Present Mr Ranald Stewart (Chairman)
Mr Ron Hargreaves (Advisor to the Chairman)
Mr Peter Mann (UKAEA)
Mrs Felicity Wilson (UKAEA)
Dr Matthew Emptage (Environment Agency, EA)
Mr Ian Gibson (Nuclear Installations Inspectorate, NII)
Mrs Alyson Armett (Nuclear Decommissioning Authority, NDA)
Cllr David Moore (Chairman of the WCSSG)
Mr Joe Clark (UKAEA, Chairman of Prospect, Windscale Branch)

Present for Presentation Purposes:

Mr Tony Bishop
Dr Phil Scriven

Apologies Cllr Ray Cole (Vice Chairman)
Cllr Mike Davidson (Allerdale Borough Council)
Mr Paul Shawcross (Prospect Union, Sellafield Branch)

MINUTES

1. Apologies

Apologies for the meeting were accepted from Cllr Ray Cole, Cllr Mike Davidson and Mr Paul Shawcross.

2. Chairman's Opening Remarks

The Chairman welcomed the members to the 6th meeting of the WCSSG, Windscale Sub-Committee and welcomed David Moore, Chairman of the WCSSG to the meeting.

The Chairman noted that this was the last meeting of the Windscale Sub-Committee and expressed thanks to all members of the committee both past and present for their contributions. The Chairman also thanked the secretariat for their support.

The Chairman reported that since the last meeting he had chaired two meetings of the Head of Site Community Fund and thanked UKAEA and the NDA for their contributions to the local community.

A report from the Office for Civil Nuclear Security (OCNS), one of the Windscale Site Regulators was issued to the meeting members for information.

3. Minutes of Previous Meeting

The minutes of the previous meeting were agreed as a true record.

4. Windscale Update Presentation

Mr Peter Mann, Head of Site for Windscale also added his thanks to those of the Chairman for the contribution that the committee members had made to the meetings since conception. He added that although the last meeting could be seen as an end of an era, it was also the beginning of a new era and the work at Windscale will continue.

Mr Mann updated the meeting briefly on transition noting that the presentation later in the meeting would provide more information on the Windscale Transition.

The principal for the transition has been one of minimum change. UKAEA will continue with the staged programme of re-structuring. The re-licensing of Harwell and Winfrith has been delayed but they expect to receive the license instrument to allow shadow working to commence in the next few weeks.

The Dounreay transition is progressing on a similar timescale to that of Windscale and is expected to re-license on the 1st April 08.

UKAEA Ltd will also be fully operational by 1st April 08. UKAEA Ltd members at Windscale will be seconded to Sellafield Ltd and will continue to manage the programme of work at Windscale.

The UKAEA NDPB (Non Departmental Public Body) will continue to operate under current working arrangements but these are likely to change.

The Team at Windscale continue to work closely with their counterparts at Sellafield Ltd to ensure that relationships are formed to allow links with subject matter experts to be established. (Previously Windscale referred to subject matter experts at UKAEA's Corporate Centre.)

The Safety Improvement Programme at Windscale which was reported on in the last sub-committee meeting is progressing well.

Mr Mann also reported that the recent report "The Nuclear Decommissioning Authority, Taking Decommissioning Forward" from the National Audit Office showed excellent performance from the team at Windscale.

Mr Hargreaves noted that the report demonstrated excellent performance from the Team at Windscale and is a good example to other site operators. Mr Hargreaves added that he hoped that the delivery culture which has been adopted at Windscale is adopted elsewhere.

Mr Mann added that “Transition” had not affected safety or performance at Windscale.

The Chairman offered his congratulations to the Windscale Team on their performance.

5. Windscale Life Time Plan Update

Tony Bishop, Windscale Technical Strategy Manager, responsible for the production of the Windscale Life Time Plan, made a presentation to the meeting on the Windscale Life Time Plan 08/09.

Tony provided an update to the meeting on the key priorities in the Windscale Life Time Plan and the associated work in each of the main project areas on site. This covered the Piles Project, the Windscale Advanced Gas-cooled Reactor and the Shielded Facility.

The long term decommissioning programme for Windscale is split into 3 distinct phases.

Phase 1 covers the period from 2008-2034 and includes the following priorities:

- Integration into the Sellafield Site
- Removal of Pile 1 Fuel and Isotope Cartridges and both Pile Reactor cores
- Supporting Leased Operations Facility commercial programmes
- Final Decommissioning and Removal of WAGR
- Maintaining of Existing Skills and Knowledge

Phase 2 covers the period from 2035-2039 and includes the following programme of work:

- Safe and Secure Waste Storage

Phase 3 covers the period from 2040-2045. The final phase includes:

- Restoration of the Site to an agreed End State (as discussed in the Site End States Consultation)

The Life Time Plan assumes the transition of the Windscale Site to Sellafield Ltd on 1st April and further integration will continue through 08/09.

The programme of work in Pile 1 will continue to make the preparations for the removal of the fuel and isotopes from the Core.

Additional funding has been requested by the Windscale Team to allow plant upgrades to take place within the Shielded Facility which in turn will support the ongoing commercial operations within the facility.

The team at WAGR have worked to remove the hazardous materials and it is important that the momentum at WAGR is maintained. Once the work to remove the Core has been completed then WAGR will remain under care and maintenance and funds and resource can then focussed on B14 decommissioning.

Mr Hargreaves expressed the feeling that that WAGR was built as a demonstration project and the techniques that have been developed at WAGR can be used on the future AGR decommissioning projects. It would be beneficial to complete the decommissioning of WAGR now rather than having to relearn lessons in the future.

After hearing about the land remediation of the Site, the Chairman asked if Windscale and Sellafield worked together and shared information on site characterisation. This was confirmed.

Following a slide on the prioritisation of hazards, a discussion ensued as to how hazard is determined and priority established. The NDA assess each of the sites within their portfolio and consider all of the hazards and then identify priorities. The prioritisation procedure does take into account, NII requirements and structural safety as well as radiological and chemical hazard.

6. Windscale Transition Update

Dr Phil Scriven, Windscale Transition Programme Manager updated the meeting on the Windscale Transition Project.

The main objective of the project is the transfer of the Windscale Site License to Sellafield Ltd including the Discharge Authorisation and the Windscale Staff.

Dr Scriven advised the meeting that a joint project team was established and the scope of work was agreed by both parties. The project has been established and is managed by the "Managing Successful Projects" model.

A principal of minimum change was adopted for the project to allow the imposed timescale for Transition of 1st April 2008 to be met.

On the 1st April 2008, Windscale will remain under a separate site license to the Sellafield Site with Sellafield as the Site Licensee. It was also reported that in the future there may be one site licence covering the Windscale and Sellafield Sites.

The Windscale Team are working hard to establish links with subject matter experts within Sellafield to ensure that any sources of expert advice which previously would have been referred to the UKAEA Corporate Centre will be referred to Sellafield Ltd.

Dr Scriven proceeded to advise the meeting members that the Transition was mainly about people and the Unions have been involved throughout the project to ensure that consistent messages are disseminated to staff. The consultation period relating

to TUPE (Transfer of Undertakings for the Protection of Employment) with the Unions has now ceased with the agreement of the Unions.

All existing contracts required to support the work at Windscale will novate to Sellafield Ltd.

There have been some important learning points which have arisen from the Transition and it is intended to carry out a full post project review with a view to publishing the lessons learned so that that can be utilised for future transition programmes.

Throughout the project, excellent support has been provided from the regulators and the project has been managed successfully with a Q&A process being established which helped staff to retain confidence in the process. In addition, the hierarchical structure of meetings has been well established with regular meetings taking place.

One important part of the future integration project is the identification and adoption of best practice i.e. Sellafield and Windscale will work together to establish the processes which are deemed to be best practice and the teams will work to ensure that these practices are embedded in the organisation.

Mr Hargreaves noted that it is important to monitor the impact on safety of having two site licenses and two management systems. Dr Scriven acknowledged that it is important to maintain safety at all times and through maintaining two management systems, safety can be maintained. Changes to the management system will be made at some point in the future when there is adequate time to make and embed the changes so that there is no impact on safety.

Discussions continued on the subject of further integration and it was noted that discussions will have to take place with the Sellafield Executive Team and the new Parent Body Organisation as any future integration activities need to provide a benefit and provide value for money. Safety must always remain of paramount importance.

7. NDA Update Report

The NDA Update Report was circulated to the meeting members prior to the meeting taking place. Mrs Arnett drew the meeting member's attention to the following points:

- Safety performance at Windscale has been good and has continued to improve during transition.
- The Schedule Performance Index for Windscale currently stands at 0.97 with a forecast of 0.99 by the end of the financial year.
- Delivery of Performance based Incentives (PBIs) for the year has been good with 87% delivered to date.
- The Cost Performance Index stands at 1.07 and is expected to rise to 1.08 by the end of the financial year.

- The Site funding limit for the Windscale Site for 2007/08 has been increased by £3.2m to £39.3m. The increase is to fund the additional work required to refurbish the Shielded Facility.
- The NDA have been working with Sellafield and Windscale on the Nuclear Transfer Scheme which will enable the restructuring of UKAEA.

8. Environment Agency Update Report

The Environment Agency Update Report was circulated to members prior to the meeting and was taken as read. Dr Emptage did draw the member's attention to the following areas of the report:

- The joint application by UKAEA and Sellafield which requested the transfer of the RSA93 Authorisation from UKAEA Windscale to Sellafield, was received by the Environment Agency and a period of statutory consultation was entered into. No concerns were raised by the consultees and the EA have decided to transfer the Windscale Authorisation to Sellafield Ltd. A decision document is in the process of being written and some final inspection work of the management arrangements will be carried out.
- The EA are currently engaging with the UKAEA, NDA and NII regarding the development of the Windscale Life Time Plan 2008. The EA are concerned that the Piles Decommissioning programme may slow and the Post Irradiation Examination Shielded Facility improvement programme may be at risk due to funding constraints. (Dr Emptage added that he was pleased to see that additional funding was being sought for the Shielded Facility Upgrade Project.)
- Dr Emptage drew the member's attention to the table within the Update Report. The table shows the Windscale RSA Authorisation improvement conditions which will transfer and be incorporated into the combined Sellafield/Windscale Authorisation.
- Dr Emptage noted that he was disappointed that a warning letter had had to be issued in relation to the late submission of reports from Windscale in relation to radioactive discharges. He stressed that the warning letter was issued because reports had not been submitted within the required timescale; it did not relate to the level of discharges from the site. Dr Emptage continued to report that he was happy that subsequent actions have been taken to address the issue and subsequent returns have been in accordance with the authorisation.

Cllr Moore referred to Dr Emptage's comment on the concern regarding the Life Time Plan and the priority of work and asked if the external regulatory bodies have the ability to raise the priority of certain areas of work. Mr Bishop advised that modifiers were in place to take account of regulatory concerns. Dr Emptage added that he is also part of the team who regulates Sellafield Ltd and there are also plants at Sellafield which require priority funding due to their high hazard potential. Cllr Moore noted that it may be useful to take the prioritisation list to the National Stakeholder Group to see what methodology has been applied to identify the priorities. He felt that this would be of interest to community representatives.

9. NII Update Report

The NII Update Report was circulated to members prior to the meeting and was taken as read and noted that most of the points raised in the report had been raised elsewhere. Mr Gibson drew the meeting member's attention to the following points in the report:

- Transition remains a major activity at Windscale and the re-license in April will be the final piece of the jigsaw. Mr Gibson noted that there had been an excellent relationship with the project team for the duration of the project.
- Good work is ongoing with projects in the Shielded Facility and the Piles Project.
- The Windscale Level 1 Demonstration exercise took place within the reporting period and was considered an adequate demonstration of emergency arrangements.
- During the reporting period, a series of inspections have also been carried out relating to the Windscale arrangements for Operating Instructions and their implementation. No fundamental issues or concerns were raised during the inspections but a number of areas for improvement were noted. A number of areas of good practice were also identified during the inspections.
- Future work will include the re-licensing of the Windscale Site on 1st April, maintaining interactions with the decommissioning teams including the timely decommissioning of B14. Normal compliance inspections will continue.

10. Re-organisation of the WCSSG

Cllr Moore thanked all of the members who had contributed to the sub-committees but noted that with the transition from Windscale to Sellafield, it was the right time to change the structure of the WCSSG.

The WCSSG will continue to maintain a scrutiny role in the future and it is hoped that the community will continue to have confidence in the work of the WCSSG.

The Windscale and Calder Hall Sub-Committees will have ceased after the close of the Windscale Sub-Committee meeting and in their place, the following sub-committees will be initiated:

- Socio-economic Sub-committee (first meeting to take place Friday 7th March 08).
- Decommissioning Sub-committee will be initiated.
- Operations Sub-committee will be initiated.

Cllr Moore encouraged members who currently sit on Sub-committees to be involved in future meetings.

11. Issues of Concern for Local Stakeholders

No issues of concern were raised at the meeting as it was noted that each of the presentations had addressed any areas of concern.

12. Any Other Business

No items were raised under this heading.

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