



HARWELL-CHILTON CAMPUS LOCAL STAKEHOLDER GROUP
Minutes of the 64th Meeting held at the HPA Training Centre on Thursday 18th
September 2008

Present:

Chairman:	Cllr Terry Joslin
Secretary:	Angela Vincent
Minutes Secretary:	Malcolm Crook

Members

Malcolm Andrew	AEAT Prospect TU Representative
Terry Fraser	Deputy Chairman
Margaret Palling	OFWI
C Pappenheim	East Hendred Parish Council
John Sharp	East Hendred Parish Council
Bill Temple	Steventon Parish Council
Margaret Turner	VWHDC
Alistaire McDermott	STFC
Paul Whitehead	Blewbury Parish Council
John Rae	Chilton School Board of Governors
Chris Broad	Chilton Parish Council
Natalie Bealing	STFC

Observers

Malcolm Barents	NDA
Richard Flynn	NDA
Andrew Davies	NDA
Elizabeth Allen	NDA
Phil Heaton	EA
Kathleen Stevenson	UKAEA
Paul Atyeo	UKAEA
Ken Heider	UKAEA
Mary Hills	UKAEA
Alan Neal	UKAEA
Angela Bartlett	UKAEA
John Almon	UKAEA
Steve Moss	UKAEA
Stuart Exelby	CNC
Sally-Anne Forsythe	Goodman

Members of the Public

John Wilkins
June Smith Blewbury

Apologies

Susan Adams	UKAEA
JG Broadley	Wantage Chamber of Commerce
Edward Eyston	Hendred Estate
John Gilliland	OCNS
Susan Holdroyd	UKAEA Prospect TU Representative
Marian Judd	West Hagbourne Parish Council
Andy Staples	UKAEA
Sean Stewart	RAL
David Taylor	AEAT
Stephen White	UKAEA
Keith Gawthorn	UKAEA
Tim Williams	VWHDC
Huw Jones	OCC
Alison Rooke	Chair VWHDC
Joe Hoskins	Trade Union STFC
Dave Dixon	MRC
Isabelle Boscaro-Clarke	Diamond
Mr M Knapp	Start Electron
Mrs M Lennie	UKAEA
Paul Whitehead	Blewbury Parish Council
David Pryor	Didcot Chamber of Commerce

**HARWELL-CHILTON CAMPUS
LOCAL STAKEHOLDER GROUP
64TH MEETING**

Date: Thursday 18th September, 2008
Time: 18:00 for refreshments, meeting starts 18:30
Venue: The Training Centre Lecture Theatre, Health Protection Agency, Fermi Avenue, Harwell Science and Innovation Campus, Didcot, Oxon

AGENDA

1. Chairman's remarks:
 - Welcome guests
 - Chairman's Notes
 - Apologies for absence and changes in membership (10)
2. Minutes of the 63rd meeting held 13th June 2008
3. Matters arising:
4. **UKAEA Licensed Site Matters**
 - (a) Closure Director's Site Report – Ken Heider (15)
 - Harwell programme update
 - General report
5. **Reports**
 - (a) HM Nuclear Installations Inspectorate - Tony Walker (10)
 - (b) Nuclear Decommissioning Authority – Malcolm Barents (20)
 - (c) Environment Agency – Andrew Stone (10)
6. **Campus Matters**
 - (a) Campus Development – Steve Moss (30)
 - (b) Diamond Light Source – Isabelle Boscaro-Clark (10)
 - (c) Science and Technology Facilities Council – Natalie Bealing (10)
7. **Any other business:**
8. **Dates of next meeting:** Friday 5th December 2008 – 10:00

Angela Vincent - LSG Secretary

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1. Chairman's remarks:

- The Chairman began by thanking everyone for their attendance and welcomed any new members to the forum. In particular he welcomed Dr Sally-Anne Forsythe of Goodman International and Steve Moss who were to make a presentation on the campus joint venture project.
- The partnership between UKAEA and Goodman's had been officially announced on 14th August and was a significant development for the Campus. It was a 20 year joint venture designed to attract investment, infrastructure development and around 5,000 knowledge based jobs to the Harwell Campus. The objective of the partnership was to develop one of the largest science parks in the world.
- The chairman had received requests from the Environment Agency (EA) to respond to two license applications. The first of these was for Scientifics Ltd to discharge liquid waste to the site sewage system whilst the other was for REVISS Services Ltd to transfer low level waste from buildings on site to the UKAEA on-site waste store. Both activities were within existing license conditions and the chairman had responded in a positive manner.
- The annual report from the Civil Nuclear Constabulary (CNC) had been received and the chairman paid tribute to the work of on-site personnel.
- The chairman had received an invitation from CoRWM to attend a seminar in Reading on 30th October 2008 concerning the National Geological Disposal Project and would report back to the forum in due course.
- There had been an incident involving the vacant houses located in the eastern area of the site whereby a BBC "spoof" property company had been spotted measuring up houses in preparation for a sale notice. Steve Moss and members of the CNC had dealt with the incident accordingly.

2. Minutes of the 63rd meeting held 13th June 2008

These were accepted.

3. There were no matters arising.

4. UKAEA Licensed Site Matters

Closure Director's Site Report – Harwell programme update and general report - Ken Heider (KH)

The main points were as follows:

- KH thanked attendees of the site tour and Ed Abel for arranging the internal tour of DIDO. It was a good opportunity to demonstrate the manner in which the site was being managed and to show that buildings were being retained in good order prior to decommissioning and demolition.

Safety

- Site safety performance continued to improve and the last serious occurrence at Harwell took place a little less than a year ago.
- Harwell had a policy of encouraging reporting of all Unusual Occurrence events (UNORS) in order to prevent more serious incidents.

Waste

- The second waste retrieval machine had reached start-up position and would soon undergo commissioning tests. This machine is used for handling Intermediate Level Waste (ILW) containers and is capable of accessing 20 separate storage holes.
- The Waste Encapsulation Plant (WEP) is nearing commissioning status and will use an injected cementation process in order to encapsulate waste held in special drums ready for storage.
- The following material had been processed:
Over 200 cans through the head end cells,
5 crates of UK originated sources,
80 drums of sediment had been solidified,
45 shipments of ILW waste had been made to B462

Eastern Area Release Project

- KH described the Eastern Area Release Project and how it related to the Joint Venture.

The work involved removal of certain remaining buildings, construction of a new police station and Emergency Response Team facility, and production of delicensing cases for clearance by NII.

A significant part of this work had involved decommission and demolition of B149 which had recently been completed.

Harwell Relicensing Project

- Work was ongoing to relicense the site under management of Research Site Restorations Limited (RSRL) with the target date February 2009.
- The NII had carried out an operations assessment which showed there were no “show stoppers” to licensing and that RSRL staff had been found to be “competent, committed and enthusiastic”.
- An action list was being worked through to achieve the objectives.

NDA Independent Cost Evaluations

- The NDA performed two independent cost evaluations – one using NDA personnel and one using an external team from the United States.
- Initial findings indicated UKAEA estimates were robust and that some very good practices were evident. There were learning opportunities to be gained from looking at the work of other sites.

Questions Closure Directors Report

Q1: Are recordable and reportable injuries the same thing?

A1: No. Not every recordable injury is reportable to the HSE as it depends on the degree of its severity. Recordable injuries are classified based on an internal NDA standard.

Q2: What is RSRL?

A2: RSRL stands for Research Sites Restoration Limited and is the name the Harwell and Winfrith team will trade under following relicensing.

5. Reports

(a) HM Nuclear Installations Inspectorate – Tony Walker

Tony Walker was unable to attend the meeting but a short written report was tabled for members.

(b) Nuclear Decommissioning Authority – Malcolm Barents (MB)

The main points were as follows:

Draft NDA Business Plan 2009/10

- The draft NDA plan for 2009/10 was to be published for consultation in November 2008 and would include details of proposed key activities on sites and indicative figures for funding limits. Proposed spending limits would reflect the governments Comprehensive Spending Review (CSR). MB said he was not aware of any proposed changes to Harwell funding levels.

Seventh National Stakeholder Meeting

- The Seventh National Stakeholder Group Meeting was to be held on the 5th and 6th November in Manchester.

United Kingdom Waste Inventory Published

- The latest version of the UK Waste Inventory was published in June 2008. The document is jointly published by the NDA and the Department for Environment, Food and Rural Affairs (Defra) and describes stocks of radioactive wastes held in the UK. It also predicts waste that could arise from future operational and decommissioning work and provides information on materials that be classed as waste in the future.
- The latest version (2007) contains details of over 1,000 individual wastes that have been reported by the organisations responsible for their management.

Third Annual health, Safety, Security and Environmental Report Published

- This report describes health, safety, security and environmental performance of the NDA itself, its subsidiary companies, and site license companies that operate NDA owned sites.

- The report shows high standards of performance had been maintained in all areas during 2007/08 with continuing improvements in each of the key indicators:
 - (a) There were eight events at NDA sites that rated at the lowest level on the International Nuclear Event Scale.
 - (b) The total of events reportable to HSE under RIDDOR was 50 representing a reduction from 67 events reported in 2006/07.
 - (c) The number of environmental non-compliances at NDA sites during 2007/08 was nine. This figure reflected a reduction by approximately half in each of the years the NDA had been monitoring it.
- The report describes NDA interactions with regulators, support for sharing good practice between sites and work carried out in 2007/08 to restore the environment on and around our sites.

Annual Report and Accounts 2007/08

- The 2007/08 NDA Annual Report was available either in hard copy or via the NDA website.

There were no questions for MB after this section of his report.

NDA's Local Arrangements Review

MB made a short presentation on NDA review of Local Arrangements for Stakeholder Engagement. The main points were:

- The guidance was reviewed as NDA/SSG's had operated under original guidance for three years during which a large amount of experience had accrued. It was felt to be an appropriate time to take stock and where applicable make improvements.
- Input to proposed new guidance had been gleaned by means of a questionnaire to over 1500 stakeholders, discussion with SSG Chairpersons, reviews of SSG websites and constitutions, and attendance at National Stakeholder Group meeting 4.
- The three main conclusions to the exercise were that SSG's were working well but NDA guidance needed to be strengthened, and SSG's wanted a more consistent approach.
- The main changes in the new guidance were as follows:
 - (a) Objectives of SSG's have been reduced to 3.
 - (b) All SSG's must write a constitution to be agreed with NDA by September 2009
 - (c) Clearer terminology to be used to describe the position of people attending SSG's.
 - (d) Responsibility of members and Chair of SSG's to be set out in more detail.
 - (e) Secretariat support to SSG's to be made clear.
 - (f) NDA support to SSG's to be clarified.
 - (g) Policy on expenses and Chair's emolument to be clarified and funding available increased.

- (h) The NDA HQ was arranging site based meetings with SSG Chairs, SSG secretariats and Site programme Managers to discuss the guidance.

Questions NDA Local Arrangements Review

Q1: Has the group got to change name?

A1: No but NDA focus is on remediation of the site.

Q2: The NDA model used to put the group together with stakeholders invited to attend from a radius of up to 10 miles. I hope more NDA money is not going to be wasted on more SSG consultation.

A2: There shouldn't be a need for dramatic changes to the current structure.

Q3: What's the position on training for SSG members?

Q3: The offer was still available and resources available but it would depend on training required.

Q4: Previously sub-groups have been used, can this continue?

A4: Yes. NDA were in favour of this policy to deal with specific issues.

(c) Environment Agency – Phil Heaton (PH)

PH presented a short report on behalf of Andrew Stone who was unable to attend. A handout was made available for attendees.

The main points were as follows:

EA Staff Issues

- The EA take a team approach to regulation of the site and PH is a team leader responsible for 9 sites.
- Andrew Stone is lead regulator for the site and had been previously assisted by Cathy Collins who was leaving EA to join NII.

Harwell Regulation and Relicensing

- EA had been reviewing the required level of regulation required for the site and it was felt that in due course this could be reduced which was a compliment to the site.
- In liaison with NDA, NII and UKAEA the EA was involved in restructuring ongoing at Harwell to separate the organisation into Site Licensee companies, a commercial company and the remaining Non Departmental Government Public Body. The EA would oversee this process and would only transfer environmental permits from UKAEA if the new company could demonstrate it could maintain its environmental performance.

Tenant Issues

- EA were processing variations to waste disposal licenses for Scientifics Limited and REVISS Services Limited which it was hoped would facilitate all organisations coming off of the effluent disposal pipeline. This would hopefully allow closure of the Liquid Effluent Treatment Plant and pipeline within the next two years.

Science and Technology Facilities Council (STFC) Rutherford Appleton Laboratory

- EA had carried out an inspection as follow up to actions placed on SFTC Rutherford Appleton Laboratory in an Enforcement Notice issued in March 2008 and were satisfied with progress made against an agreed action plan.
- A variation to the laboratories authorisation to accumulate and dispose of radioactive waste had been issued which allowed liquid waste to be disposed of via the sewer with trade effluent rather than being sent to UKAEA.

This variation was granted after an assessment of potential impact of discharges on people and the environment. Organisations such as Hospitals, universities and industrial users routinely dispose of radioactive materials via the sewage system under EA authorisations.

The authorisation allows transfer of various types of waste to designated incinerators, Sellafield / Windscale, Active Collection Bureau and the Low Level Waste repository at Drigg.

There were no questions for this report.

6. Campus Matters

(a) Harwell Science and Innovation Campus (HSIC): Joint Venture Launched – Steve Moss (SM) UKAEA & Dr Sally Ann Forsyth (SAF) Goodman International

The main points of the presentation were as follows:

- SM introduced the presentation and described the basic fundamentals of the Joint Venture. The overall objective was to create a world leading science and innovation campus.

Background

- A vision had been agreed for the campus that aimed to put HSIC in the vanguard of global centres of science and innovation.
- Public science programmes such as Diamond were at the heart of the vision.
- Private sector investment and expertise was the key to unlocking the scientific, economic and social potential of the campus.
- A joint venture with the private sector was the means by which these objectives would be achieved and UKAEA and STFC had concluded a partnership with Goodman International on 13th August 2008.

Founding principles – Joint Venture Structure

- The joint venture structure was made up of UKAEA & STFC as the Public sector partnership and Goodman as the Private sector input. Both parties were responsible for 50% of the input into what is now known as the HSIC partnership. This partnership is responsible for ownership, strategy and key decisions.

- Goodman would be responsible for service contracts and implementation through development, estate management and marketing etc.

Founding principles – Joint Venture Role

- Goodman would be responsible for leading property development and management of the site.
- HSIC would develop and manage the campus by creating a supportive environment and attract customers and build science and business networking and collaboration.
- STFC, RAL and MRC would provide world leading technology such as Diamond and similar facilities.

Control of Land

- SM displayed a map showing break-down of the various areas of land on the Harwell campus and how they related to the future role of the Joint Venture.

At this point Steve Moss handed over to Dr Forsythe

Goodman International

SAF said a few words about her background and described the Goodman Group and how it had developed and managed similar science and innovation campuses throughout the UK. The main points regarding the Goodman strategy were as follows:

- Strategy for development of the site was for a mix of academic and industry collaboration which would involve attracting major businesses, academic institutions and start-up facilities for entrepreneurs.
- Develop property for science, innovation and business by delivering new buildings and infrastructure, provision and service of premises, and management of campus property.
- Help improve impact of public investment in science by providing facilities for knowledge transfer, development of improved environment for innovation and creation of an internationally competitive campus.
- Support the science process by appointment of a Technology Manager and facilitate collaborative research at the campus.
- Champion the campus and create critical mass by appointment of a Campus Director and by means of professional marketing and public relations.

Next Steps

- Transfer of operational control.
- Resource and mobilisation of the Goodman management team.
- Preparation of the first Partnership Business Plan to cover:
 - (a) Master plan and development

- (b) Science and innovation
- (c) Estate management
- (d) Marketing and communication

Questions HSIC Joint Venture

Q1: Were the JV team aware of the goodwill built up over many years with local residents and the importance of maintaining the existing relationship?

A1: The JV placed great importance on building on and expanding good relationships with local stakeholders.

Q2: There didn't appear to be any mention in the presentation on implications of potential increases in transport on and around the campus.

A2: JV recognised investment was needed on and off of the campus in relation to transport and this was to be taken forward in relation to proposed housing developments strategies for the South Central Oxfordshire District Area. It was recognised that it was a challenge to unlock the economic potential of sites such as the Harwell Campus whilst at the same time not disrupting the lives of local residents.

Q3: First impressions are clearly important and it is the little things that can be remembered for a long time. The parishioners of Chilton village have expressed concern about erection of two large signs at the entrance to campus apparently without planning permission. Would the JV Team care to comment?

A3: It was recognised this issue could have been handled better and the JV team apologised. The action had been taken as it signified a momentous event for the site and it was felt that a physical sign of progress was needed. Retrospective planning permission for the signs has been sought.

Q4: What large future projects are in the offing for the campus?

A4: The government had recently published its Large Facilities Roadmap document that contained a number of major investments either targeted for the campus and Rutherford or that which the campus could be a candidate for.

One of the projects on the STFC target list is the HIPER large scale laser project. Others include proposed Detector Systems Centre and Imaging Centre which is aimed at getting STFC technology out of the laboratory and into the environment. Money had also been made available for the new beam line at Diamond for the next phase of the project.

Q5: What were Goodman going to do with regard to working with the local communities and making a contribution to local issues?.

A5: Goodman were keen to build on previous good working relationships that the campus had held with local communities and stakeholders. At previous campus developments a charity committee had been set up which raises money that is matched by on-site organisations and then reinvested into local causes such as schools, clubs, services for the elderly etc.

Q6: What is the current time span for construction of the Chilton Field housing development and hotel?

A6: The financial situation had delayed proposed start of the hotel construction project as the developer was still in negotiation with banks. Some buildings had been demolished and site preparation undertaken but it was felt no construction work would commence until November or December at the earliest.

The JV would sell the housing site on behalf of UKAEA. It had still not been possible to achieve the Section 106 clearance and with the current housing market no decision on disposal of the Chilton Field site would be taken until at the new-year.

7. Any other business

The following points were raised:

- A question was asked with regard to the amount of paper the LSG produced and whether all communications could be sent via email. This was a difficult problem as not everyone had access to computers etc.
- The Chair urged the stakeholders to go back to their communities and try and convey the excitement of the forthcoming projects at the campus.

8. Date of Next Meeting: Friday 5th December 2008 at 10am.

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