



RAMTUC Consignment Issues Working Group (CIWG)			
Chair Person	Emma Tallantire (Sellafield)	Secretary	Ruth Norbury (Magnox)
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MINUTES OF THE 29th RAMTUC CONSIGNMENT ISSUES WORKING GROUP

Date: Wednesday 26th June 2019

Present:

Emma Tallantire (ET)	Sellafield Ltd - Chairperson
Ruth Norbury (RN)	Magnox Ltd – Secretary
Graeme Hewson (GH)	EDF – LFE co-ordinator
Daniel Fisher (DF)	NDA
James Lynch (JL)	Dounreay
Jim Hair (JH)	Dounreay
Kirsty Barnes (KB)	Sellafield Ltd
Mark Britt (MB)	Westinghouse
Martin Weetman (MW)	Rolls Royce
Rachel McNicholas (RMc)	Magnox Ltd
Stephen Bird (SB)	AWE

1. Welcome and apologies for absence

Emma welcomed all to the 29th meeting of CIWG. Apologies received from LLWR, Urenco, Babcock. In addition there were apologies from Gill King (GK) and Phil McNamara (PMc) (EDF) and Tony Grange (Westinghouse).

2. Safety share

Sellafield gave a safety share from the local area in Cumbria. A fatality occurred at Lake Windermere where a party of people with extra physical/mental needs were sailing on the lake in less than ideal weather conditions. Self-inflating life jackets were used as the individuals are prone to not understanding emergency procedures and could have a tendency to panic.

One of the boats capsized and an individual was trapped beneath the boat when their life jacket self-inflated. The person was eventually recovered to shore where the emergency services tried to resuscitate them for an hour before pronouncing the person dead.

The parallel with our industry is that it is an easy option to specify or use more protective equipment but this may result in other hazards that might not be initially obvious. This can have additional dangers to the users or others around them.

3. Minutes of last meeting RAMTUC/CIWG/M28

There were a couple of amendments requested from the minutes of the previous meeting. These have now been updated and will be uploaded to the website.

4. Action list

See action list where the actions have been updated. All new actions from this meeting have been added to the list.

Specifically the CIWG Terms of Reference were discussed and it was agreed that they were in need of being reworked to reflect what the group actually does. In addition there were specifics regarding positions held in the group and rotations of responsibilities. (See previous action raised 24/09).

5. Package management including leased packages

RN shared the current process Magnox is having to complete after an issue with a Type B package that did not meet design specification. The issue ended up with an enforcement notice despite the package being manufactured and leased through reputable companies. A discussion was held on the level of responsibility and checks that would be required and whether this was completely the responsibility of the consignor.

In addition it was felt that there could be a commonality for RAMTUC members as they are likely to be using the same manufacturers and packages going forward. Is there a way to streamline the process to prevent excess work being done i.e. shared audits? Also should there be accountability for the manufacturers to ensure the design and all documentation is accurate and compliant.

EDF have made available their procedure for certifying packages designs not needing competent authority approval. This document is attached to these minutes.

Action 29/01 – MB to discuss with Tony Grange who can liaise with Magnox to see if there is any push back or commonality for RAMTUC members.

6. Guidance notes follow up from last meeting

JH had produced some guidance notes regarding RAM shipment overseas but this seems to have gone astray. This led to a discussion as the list on the previous minutes of the CIWG meetings does not add up to the guidance notes on the website. In addition some guidance note numbers are missing and others are very old.

Therefore it was agreed that a process is required to ensure all guidance notes are identified, regularly reviewed, uploaded to the website and document control (issue numbers) incorporated. Work is required to check what guidance notes are available and those that are not available on the website are identified located and reviewed before adding.

RMc fed back that at present there is no definitive change to LSA II at the moment as it awaits SSG 26 to be updated. Therefore the guidance note will follow once the new publication has been issued.

Action 29/05 – GH to send through EDF guidance notes to RN for upload on to the RAMTUC website.

Action 29/06 – ET to produce a process on how guidance notes are to be prepared, detailed and controlled. This is to include issue control, authors and review dates.

Action 29/08- KB to review the website and what guidance notes are available. In addition to check this against the list on the previous minutes and locate copies of the guidance notes not on the website.

(Action 28/07 – JH to send the guidance notes prepared for RAM shipment overseas to RN to be added to the process has been produced.)

7. Transit arrangements at member organisation site

A discussion was held on whether it would be beneficial to have a list of members that could allow overnight parking for RAMTUC consignments. There could be issues regarding safety cases etc. but it was agreed that all attendees would request information from their own sites to see if it was possible to have a contractual reciprocal arrangements between members.

There are some general websites available that can give ideas on secure parking but they do not specifically include radioactive transport movements and should be used with caution. The websites specifically mentioned were SNAP-UK and Truck Parking Europe.

Action 29/10- all members to discuss the potential for sites to allow overnight parking for other RAMTUC members as a reciprocal contract. Details to be brought to the next meeting.

8. LFE successes stories and forward reporting

JH produced a power point presentation document detailing some of the events from Dounreay as a general presentation that would be produced for all relevant staff at the site. He wanted to see if using the LFE in this format at CIWG would be useful for all members to use the tool to train and inform staff. A discussion was held to see if the group could provide information from sites and a central LFE topic raised for use by everyone. As some companies find it difficult to report events due to the sensitive nature of the work they carry out, this could be a good way of capturing information without specifically mentioning the company. Dounreay have a previous way they have collated LFE which reduces the categories and amount of work required by members to complete the quarterly returns. JH to send to GH for review prior to the next meeting.

The next LFE topic will be in September from EDF about the T 54 gas circulator event. GH to present the topic. Sellafield will present one at the November meeting.

Action 29/02 – All to send back specific details of events to GH to allow a power point presentation to be raised on specific issues that are trending. This needs to be done well in advance of the next meeting to allow GH time to prepare the presentation. Topics on events to be sent through are; dose rate monitoring and free liquids in packages.

Action 29/04 – ET Sellafield to share LFE on recent recovery exercise. To be presented at the November meeting.

Action 29/09 – JH to send previous format of DSRL LFE to GH to see where the current CIWG LFE reporting can be simplified and become more useful. This should improve returns due to cutting down workloads.

9. Forum feedback and allocation of reporting responsibilities

A discussion was held on who would be responsible for each area of the groups below and report it back to the CIWG meetings going forward. The following people will be responsible for feeding back any useful information from the following forums. If people are not going to

attend the CIWG meeting they must forward the information or nominate and an alternative person to complete the task;

RAMTUC main meeting	ET/GK
TCSC	RMc
RADSAFE working group	GK
WNTI	MB
DGAG/BADGP	GH
Regulator forum update	(anyone who attends)

Feedback for this meeting included;

RAMTUC main group- there were two main areas reported on by MW. Firstly the training sub group headed by PMc who is currently chair but is stepping down. As yet no replacements have come forward. Everyone passed the recent RAM level 3 course and it was suggested that a regular annual date could be arranged. Work is still on-going to engage with National College for Nuclear on RAM courses. In addition the 50th celebrations were mentioned (see item 12).

TCSC- RMc had minutes of the recent meeting. Nothing specific to mention to the group. The group is currently working on an “applicants guide” to supplement the ONR guide (details to follow). Interestingly their publications (guidance notes) accompany the minutes of the meeting which is something CIWG could incorporate.

RADSAFE- no feedback at the moment. See section 11.

WNTI- this group has some overlap with CIWG and MB suggested he could get their guidance notes which could work alongside the CIWG ones. Specifically there are some items being produced on activities and IP 4 packages.

Regulator meetings- GK provided note from the VCA conference held in Daventry in June 2019. An attachment of the notes will accompany this set of minutes.

DGAG/BADGP- no feedback to report.

10. Carrier audits update status

This has been discussed at main meeting and there is supposed to be funds available to progress this years’ audits as previously discussed. It was suggested that the secretariat be contacted to arrange the funds to be released. In addition it was requested that a full list of hauliers be made available to the members so they can see what hauliers have been audited by RAMTUC. All members to make sure they have sent any hauliers to GK to be added to the full RAMTUC list.

RN told members that Magnox had audited Unitech and this would be available as part of the audit programme in due course. It was mentioned that the main group had agreed that the funding was allocated for the audits for 2019.

(Action 28/01 – GK to obtain funding for audits.)

Action 29/03- GK to produce a full list of hauliers that has been forwarded from members and include the audit dates. This needs to be shared with the members via the website.

11. New CDG regulations and its interaction with RADSAFE

The new CDG 2019 regulations have only just been made available and at present still being looked at by companies. There has been an initial teleconference of the new member group

linking CIWG with RADSAFE working group. Further information should be available after the next teleconference.

Action 29/07- MB to feedback any relevant information from the new working group at the next CIWG meeting.

12. AOB

In addition to adding the specific roles within the committee to the terms of reference it was discussed that the roles are on a rotating 2 year period. This means that a new person will be required to fill the role of LFE co-ordinator. Members were asked to consider who could take over this role from the New Year. Nominations should be brought forward to the next meeting.

It was discussed that external parties could come to the meeting to talk about various topics including package design, human factors etc. However, the group agreed that at this moment in time there was enough work to be completed that this would be of benefit but not at this time. Therefore this is on hold for discussion in the future.

RAMTUC 50th celebrations are likely to be held during 2nd week of October. No venue has been confirmed although the Transport Museum in London has been discussed. Emma Tallantire will make members aware once confirmation has been received on the date and venue. It was noted from the main group meeting that numbers from each organisation would include delegates from main group and CIWG plus a director of the company, with a maximum of 3 people from each company.

The next CIWG meeting is likely to coincide with this meeting with the final CIWG meeting being held around November.