



RAMTUC Consignment Issues Working Group (CIWG)			
Chair Person	Gill King (EDF Energy)	Secretary	Ruth Norbury (Magnox)
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## MINUTES OF THE 30<sup>th</sup> RAMTUC CONSIGNMENT ISSUES WORKING GROUP

**Date: Thursday 14<sup>th</sup> November 2019**

<b>Present:</b>	Gillian King (GK)	EDF Energy - Chairperson
	Ruth Norbury (RN)	Magnox Ltd – Secretary
	Graeme Hewson (GH)	EDF – LFE co-ordinator
	Jim Hair (JH)	Dounreay
	Kirsty Barnes (KB)	Sellafield Ltd
	Rachel McNicholas (RMc)	Magnox Ltd
	Grant Weild (GW)	Rolls Royce

### 1. Welcome and apologies for absence

Gill welcomed all to the 30<sup>th</sup> meeting of CIWG. Apologies received from INS and apologies if I have missed anyone else but due to IT issues at Magnox there could have been others on my system prior to migration.

### 2. Safety share

A safety share came from Magnox regarding a person using a strimmer at home. The person concerned had kitted themselves out with appropriate kit including helmet with face guard, leather footwear and gaiters to the knee. The person after cutting for 10 minutes felt a sharp pain in their right shin and assumed it was a stone that had been flicked up whilst strimming. However the strimmer had come into contact with a wire fence in the shrubbery and had broken off hitting the person's leg. The wound was attended to and the person went to the local minor injuries clinic. However they needed an operation with general anaesthetic to remove the object.

Learning points – ensure that the correct PPE is being used for all operations. Check the work area for foreign objects that could come into contact with any equipment. Care is required when you are unable to see the whole picture (in this case start at the top of the vegetation and work down slowly to uncover hidden objects).

### 3. Minutes of last meeting RAMTUC/CIWG/M29

The minutes from the previous meeting were approved by KB and seconded by GH. These will be available on the RAMTUC 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.

## 5. LFE share from EDF Energy (GH)

GH from EDF Energy presented LFE regarding gas circulator shipments due to a shutdown. A new gas circulator was required to get the reactor back on line as the present one had an electrical fault. The replacement circulator was not at the site where the fault occurred. So a package was required to move the circulator into place. Unfortunately the package had been deemed “out of service” and therefore needed work to get it back into service. In addition the whole consignment was over sized which created extra considerations.

The full presentation will be available for members and will accompany these minutes.

## 6. Guidance notes update

It was agreed that the guidance notes being drafted by CIWG needed some work and also require regular review to ensure they are up to date and useful to members. A list accompanies the minutes for review and comment from those who are identified as authors or responsible people for any guidance notes. Any guidance notes ready should be sent through to the secretary for collation and discussion from the committee.

A question was asked why the numbers are not sequential. The answer is that the numbers are allocated from the main group who also use the same list. Therefore it is difficult to know if any guidance notes have been withdrawn or lost as they may not belong to CIWG.

In addition fissile exceptions were raised. It was agreed that this needs to go back to main group for discussion before CIWG get involved.

**Action 30/02 - Complete list of guidance notes to be detailed and sent out prior to next meeting. Draft guidance notes for review to be sent out for review by the group.**

## 7. Forum feedback

### **RAMTUC main meeting ET/GK**

The 50<sup>th</sup> anniversary was celebrated at the Transport Museum in London. Not many of the usual committee members attended due to other commitments but it was also supported by TCSC.

### **TCSC RMc**

AGM held and chairperson to remain the same. Subscriptions also to remain the same. Website revamped with the latest documents available from the group.

### **RADSAFE working group GK**

No specific feedback from this group.

### **WNTI MB**

No specific feedback from this group.

### **DGAG/BADGP GH**

No specific feedback from this group.

### **Regulator forum update (anyone who attends)**

## 8. Role allocation going forward in CIWG

It was discussed that the chairpersons role was coming up for review as it was at the 2 year limit. ET has agreed to carry on in the short term but other candidates are required to take on the role.

The secretary role is not up for renewal until February 2021. However the LFE co-ordinator role is also up for renewal. JH expressed an interest in taking this role on.

It was also discussed whether CIWG required a website co-ordinator for uploading guidance notes etc. to the website. Further discussion required.

Anyone thinking of taking on any of these roles needs to make their intentions known prior to the next meeting so it can be discussed.

**Action 30/01 - Members to put nominations forward people for chairperson and LFE positions for next meeting. Both positions are up for re-election in the New Year**

## **9. Carrier audits status and updates**

Audits have been carried out in 2019 as follows; ALE, Sellafield and Unitech. All audits to be sent through for publishing on the RAMTUC website.

There are two audits still outstanding; Eckhart & Ziegler and Topspeed and any assistance in completing these would be appreciated. These are required to be completed by March 2020.

The list of audited carriers is to be sent out to see if any of the companies have been audited by any RAMTUC member. Some have been done by LLWR as part of their framework and the audits need to be obtained from them as well.

**Action 30/03 - All members to send through carrier list to GK for an updated list for RAMTUC. This will make up the new list for auditing going forward**

## **10. AOB**

There needs to be greater communication from main group to CIWG and a clear mandate on what is required from the group. This needs to be a focus of someone who attends main group to get the message back to the group.

The main focus for CIWG IN 2020 should be the following;

- Carrier list/audits
- LFE reporting and the change of focus
- Guidance notes

Next meeting date to be sent out by email. It was discussed whether 4 meetings per year was suitable and required or whether a new model was preferred.