

**MINUTES OF THE 6TH MEETING OF THE
RAMSDEN DOCK TERMINAL STAKEHOLDER GROUP
HELD ON WEDNESDAY 20 APRIL 2011, BARROW TOWN HALL**

Present

Councillor D Pidduck, Chairman RDTSG
Mr P Huck, Barrow Borough Council
Councillor E Wood, Barrow Borough Council
Mr D Humphrey's, Cumbria County Council
Mr T Hawskworth, Cumbria Constabulary
Mr S Dolan, Cumbria Fire Service
Mr J Goddard, James Fisher Shipping Services
Mr A A Brown, Mr R Wilcox-Baker, Mr B Payne, INS
Mrs L O'Leary, Secretary RDTSG

1) Opening Remarks

The chairman welcomed members to the 6th Ramsden Dock Terminal Stakeholder Group meeting.

2) Retired Members/New Members and Apologies

Apologies had been received from Chief Inspector Malcolm Woodhouse, who was represented by Inspector Ted Hawskworth; Deputy Locality Manger Roger Exley, who was represented by Stuart Dolan. Councillor Rory McClure, also passed on his apologies.

ACTION No.1 – Secretary to contact Cumbria County Council. *Status ongoing due to no response being received from various letters sent to Cumbria County Council (CCC). Mr David Humphrey's has agreed to try and find out who will represent CCC on the Stakeholder group...*

3) Minutes from previous meeting

The Chairman requested comments from Committee members with regards to inaccuracies within the minutes.

The chairman confirmed that the minutes from the 5th meeting were accepted and approved. With regards to the matters arising, summary include below.

Action/Matters arising 5.1 – Mr Alastair Brown to forward a copy of the picture to Mrs Eva Foran. *Completed.*

Action/Matters arising 5.2 – Mr Alastair Brown to reply in writing to the member of the public with the answer. **Completed**

Action/Matters arising 5.3 – Mr Rupert Wilcox-Baker to write to the member of the public confirming where answers to his Freedom of Information questions could be found. **Completed.**

Action/Matters arising 5.4 – Secretary to ensure a copy of the minutes and presentation are sent to the member of the public. **Completed.**

4 Operations Review

Mr Alastair Brown updated Committee members, with regards to the Operations Report.

4.1 General

Since the last meeting, the PNTL/NDA fleet of ships has continued to operate in a safe and efficient manner.

PNTL now has a fleet of three new vessels, which have been delivered by the shipyard and are currently in Barrow, ready for service.

4.2 Pacific Heron

Since the last meeting, Pacific Heron has completed the fourth shipment of MOX fuel to Japan with deliveries having been made to Kyushu and Kansai. In December, Pacific Heron undertook a short voyage to Cherbourg to carry out some trials with a new flask designed for MOX transport to Japan.

Since then she has returned to Barrow and is now awaiting the next shipment to Japan. This was due to take place in the spring of this year, but has been delayed due to the effects of the earthquake and tsunami in Japan. No re-scheduled date has been agreed, but we are working with Japanese Customers.

In early March, a small oil leak was noted from the stern of the Pacific Heron. An inspection was carried out by drivers and the decision was taken to take the vessel to dry-dock. The problem was traced to some bolts associated with the starboard stern tube assembly which were found to be not fully tight. This has now been fully rectified by replacing the seals and ensuring the bolts are properly tightened and retained using loctite.

4.3 Pacific Egret

Pacific Egret arrived in Barrow last summer and was made ready for MOX service by completing a UK fit programme which mostly included adding security equipment. Following this, she completed sea trials including testing the weapons in December

2010. Like the Pacific Heron, she is now awaiting the start of the delayed MOX shipment to Japan.

4.4 Pacific Grebe

Pacific Grebe arrived in Barrow on Christmas Eve last year and following a short period of final outfitting, she is now ready to commence shipments of waste to Japan. In February she made a short voyage to Cherbourg to reposition some flasks for the UK High Level Waste programme and she will shortly embark on another such voyage before undertaking the second High Level Waste shipment from the UK to Japan later this year.

4.5 Pacific Pintail

The Pacific Pintail, along with Pacific Heron has completed the fourth shipment of MOX fuel to Japan and returned to Barrow. With the delivery of the Pacific Egret, the Pacific Pintail is no longer required by PNTL for Japanese business and we are currently in the final stages of taking the vessel into NDA ownership. The intention is to use the vessel for shipments around Europe and North America, including potential future High Level Waste shipments to our European Customers. In order to prepare for that work, the vessel will soon undergo some refurbishment work and will be renamed to Oceanic Pintail which keeps the link to her past excellent service, but distinguishes her from the PNTL fleet.

4.6 Atlantic Osprey

Atlantic Osprey has undertaken a shipment of Materials Test Reactor fuel from Germany to the USA and has also undertaken a shipment from Workington to Sweden with material for EDF Energy for Post Irradiation Examination in the Studsvik facility.

4.7 Pacific Sandpiper

Following her successful final voyage last year delivering the first UK High Level Waste to Japan, Pacific Sandpiper has been laid up and her decommissioning has commenced. The first stages of this are complete including verifying there is no radioactive contamination and the vessel will shortly be towed to Holland for final decommissioning and recycling, we hope to be as successful as with the previous vessel by reaching a target of 97% being re-cycled.

4.8 Emergency Response

The section has continued its programme of emergency response exercises and training, including practical training for the emergency response teams from Sellafield.

A delegation from Nuclear Services Company, Japan (NSC) attended for a full week of training in December. The visit involved tours of both Sellafield and the new PNTL

vessels. NSC was given presentations on INS Operations, ER structure, response interfacing and future transport package usage. During the Barrow visit, NSC witnessed INS undertake an emergency exercise and later undertook their own exercise which was witnessed by the INS Response team. These activities gave an ideal opportunity for the teams to look at good practices, review equipment and compare response procedures.

NSC in Japan is the first line in emergency response and we were pleased to recently be able to help them by releasing INS Emergency response equipment to them for use at Fukushima.

For approximately the last two years INS has been undertaking a programme of work to enhance the resilience of the company through the Business Continuity Planning (BCP) process. The work involves undertaking a detailed assessment of the risks that could impact on INS / PNTL business and drawing up contingency plans to deal with the recovery issues to maintain the business during and after an incident, event or crisis.

The next stages of the process will be to test the arrangements and review the plans. Further work is also planned to enhance the BCP culture within the company and its supply chain.

4.9 Security

Another change for INS recently has been in relation to security which has meant we have now established a dedicated in house security team and facilities which deals with all aspects of personnel security, access control and information security. These responsibilities are discharged in line with the Nuclear Industry Security Regulations (NISR) and the Office for Civil Nuclear Security (OCNS) Security Policy Framework (SPF).

One final comment, a former cadet, Karley Smith, has been awarded the "UK Deck Trainee of the Year" award by the UK Shipping Minister. After finishing her training with PNTL she decided to continue her education, but we are pleased to have helped her set-off on the right road.

Mr Phil Huck, asked with regards to the Japanese situation, you currently have no dates, is this due to other priorities or the damage of the Port.

Mr Alastair Brown responded that attention was currently focused on Fukushima and a review of the Safety Cases needs to take place and whilst that happens no dates will be confirmed.

5) Terminal Review

5.1 General

Since the last meeting improvement actions identified in last years Energy Review of the Terminal Buildings have been implemented, these included the fitting of additional UPVC double glazed windows, timers to hot water boilers and the central heating system and also the installation of low emission lighting which have had reduced the carbon footprint of the Terminal Operation.

The longer term recommendations of increasing insulation in walls and roof spaces will be included for consideration in a forthcoming 25 years Lifetime Study, which is to start shortly, of the Terminal Assets.

A Major improvement has been made in replacing the grout rebate concrete infill for the crane rails; this had suffered frost damage due to the severe winters of late. During this project opportunity was taken to calibrate the rail line and examine the ground fixings which were all in very good condition for 28 years.

The quayside fuel oil bunker line, which was previously used to supply the vessels with fuel oil has been decommissioned, as it is no longer required for operational reasons, this consisted of hot flushing of remaining residues and inerting with foam infill, to prevent corrosion, and this project was completed by an Environmental Agency licensed contractor.

A number of minor improvements have been carried out at the Terminal including the replacement of the Switchboard Building flat roof, which had started leaking, and pointing of the brickwork, the replacement of a fire door in the Warehouse Building and the refurbishment of quayside bollard fixings and electrical services manhole covers.

Also to commence shortly are refurbishment works on the 150 Te Crane Long Travel drives and the replacement of the cable trays in the centre and upper sections of the structure.

A number of further improvements are under consideration to be carried out later this financial year. These include:

- The supply of a Lifting Beam Road Transfer system, for use around the terminal to allow for storage in warehouse.
- A feasibility study for the provision of a 3rd Electrical Quay Socket for vessel supply, as presently only 2 vessels can receive electricity from the Terminal.
- Provision of Diesel Fuel Bowser for on site storage.

As previously advised by Alastair, the Terminal continues to provide a selection services to the PNTL vessels and also the NDA fleet including the discharge of empty high level waste flasks from Areva in support of the UK waste return programme.

In addition to the above the crane and port operatives have assisted in various outfit programmes and flask trials associated with the delivery of new vessels Pacific Egret and Pacific Grebe as well as the regular stores loading of the vessels when alongside.

5.2 Audits

Routine audits have been carried out by Areva (Customer), Lloyds (Management Systems), MCA (Port Safety), Hydrop (Water Monitoring for Legionella), this is undertaken as the Terminal is at the end of the water supply and INS has had to set up procedures in order to comply, with Hydrop; Environmental Authority (Waste disposal) and Transec (International Ship and Port Security Code), physical, paperwork and security checks.

5.3 Training

Training by the Fire Brigade has been undertaken on a couple of occasions specifically looking at the evacuation of injured personnel from the shore crane and routine familiarization by other shift pattern crews.

Personnel at the Terminal have undergone various courses, depending on their specific roles.

In addition the Terminal has been supplied with a Defibrillator, as an improvement for First Aid on the Terminal, and all personnel have received training in its use.

5.4 Visitors

Since May 2010 the Terminal has hosted over 25 visits with delegates from:

World Nuclear Transport Institute and representatives from South Africa, China, France and Japan.

Japanese Customers (TEPCO).

Fleetwood Nautical College, students and lecturers.

Ambassadors from Panama, Trinidad & Tobago and France.

Open Day for Cumbrian Business Dignitaries' to visit new vessels.

Mr Phil Huck, asked about the 25 years Lifetime Study.

Mr Bernard Payne, explained that the Business Plan shows the requirements for the next 25 years. The Terminal is currently over 28 years old and so a detail study of the building fabrication condition will be looked at in order to help determine what is required for the next 25 years in relation to asset care.

6) EHS&Q Review

Mr Rupert Wilcox-Baker updated Committee members with regards to the EHS&Q review.

Quality and Environmental Managements Systems

6.1 Certifications

As already mentioned by Mr Bernard Payne, Lloyds Register Quality Assurance (LRQA) completed the certification surveillance audit of the International Nuclear Services and Pacific Nuclear Transport Limited management systems in March 2011.

The prime focus of this audit being the application of the International Quality Management Systems standard ISO 9001:2008 and the Environmental Management Systems standard ISO 14001:2004 at the INS Risley office, the Barrow Terminal and also including activities onboard the new PNTL vessel, MV Pacific Grebe. It is the bench mark on how INS/PNTL is performing.

The surveillance audit proved a very successful event, the auditors confirming that International Nuclear Services and Pacific Nuclear Transport Limited management systems continue to be effective and well maintained. No nonconformities of any kind were raised during the audit.

The next surveillance audit by LRQA is of the INS Risley and Pelham offices and is scheduled for 6 months, in October 2011

6.2 EH&S Policy

The EH&S policy governs all of INS/PNTL operations and since INS separated from Sellafield Ltd three years ago, INS has produced and applied its own EH&S policy which was approved by the INS Board in May 2010. It took time as we needed to ensure that it was relevant to INS as a smaller operator.

Since the introduction of the new INS policy, PNTL has reviewed it's EH&S Policy and has taken the INS policy as a template for its own. This gives a uniform commitment and sets appropriate, common goals towards the health and safety of its employees, those affected by INS/PNTL operations and preventing impacts on the environment.

6.3 Environmental

There have been no reportable environmental events either on the ships or at Barrow Terminal since the last meeting.

Progress against the agreed environmental improvement targets for 2010/11 has been very good. Areas of continual improvements at the Barrow Terminal have been to remove or reduce the impacts of CO2 emissions arising from our activities via improvements such as:

- Improving the thermostatic and timing controls of the heating system.
- Upgrading lighting on the terminal with more energy efficient fittings.
- Upgrade external doors where existing ones are un-insulated.
- Replacing windows and glazed units
- Improving the roof insulation of the Terminal building
- Investigate the presence of cavity wall filling and the possibility to retro-install.

- Consider Installation of a stand alone Combi Boiler in the Gatehouse to avoid the need for a dead leg in the present system

6.4 Waste Water

During movements of Spent Fuel within Europe from Germany, Switzerland and Italy to French Port of Dunkirk, 'run-off' rain water was collected on the rail wagons. A small tank of water, approximately 600 litres has been returned to UK for disposal, due to the INS Terminal at Dunkirk being closed. The water contains trace amounts of radioactivity which are slightly above World Health Organisation permissible levels for drinking water but poses no radiation dose risk to terminal employees or the public.

The water is being stored at the INS Marine Terminal under controlled conditions for interim storage prior to disposal. The Environment Agency is aware of these storage arrangements.

6.5 Conventional Safety

INS

Within INS there have been no Days Away Cases in the last financial year. There has only been one minor injurious event resulting in a first aid treatment (minor cut to head).

BMT

Barrow Marine Terminal still continues to have an excellent record, having now achieved over six years without an accident that resulted in time away from work. There have been no minor injurious events relating to Terminal employees.

BMT management and Port Operatives played a key part in 'UK fit' programme for three new ships. All three projects were completed ahead of time with only one minor injurious event involving a contractor resulting in a first aid treatment (minor cut to arm)

6.6 Ships

The PNTL accident rate has unfortunately increased in a rolling 12 month period, with two Days Away Cases, 11 minor injuries requiring first aid treatment and two cases requiring medical treatment – of which one seafarer returned to work on restricted duties. There was an additional incident where a cadet was placed on restricted duties following an injury, but he did not require any medical treatment.

Within PNTL a small number of non injurious events have occurred due to equipment failure on various ships. The equipment has been repaired and particularly with respect to the new ships, the learning has been shared and applied across the new fleet.

6.7 Near Misses

There have been 26 'near-miss' reports within INS including BMT. These are not exclusively EH&S events but include such areas as security, finance etc.

PNTL (not related to behavioural safety topic) have reported seven near misses for 2010/11.

Near misses (or non-injurious incident) on the ships are reported so that all personnel on all ships can learn the lessons; if appropriate Behavioural Safety Observations are sent to ships for the following month.

PNTL near miss reports, although often behaviourally based, are not exclusively so and have sometimes involved actual or potential failures of tools, equipment etc.

6.8 Radiological Safety

For all voyages completed in the last twelve month's, the radiation exposure to seafarers and terminal operatives continued to be very low, i.e. individual doses less than 1 milliSievert, which is the internationally accepted annual dose limit for a member of the general public and the lowest category set by the IAEA for occupational control arrangements.

6.9 Terminal Management

The restructured INS Marine Terminal management has been functioning for over 12 months and through this transition the Terminal Management have successfully maintained BMT's safety record.

7) Direct Rail Services (DRS) Review

Mrs O'Leary updated the Committee members with regards to DRS review, on Mrs Foran's behalf.

DRS' service performance update – since last meeting we have delivered 100% on all nuclear services requested at 95% arrival on time. For non-nuclear services we operated 99.9% on all customer requests at 94% arrival on time. These figures continue to rank DRS as the most reliable Freight Operating Company in the UK.

7.1 News Update

Following the flooding events in Cumbria DRS were able to of assistance to the West Cumbrian community and due to their commitment and response they received a number of awards, as follows:

Outstanding Teamwork Award – by the National Rail Award in recognition of the multi-agency effort during the flooding in West Cumbria between Dec 09 and Mar 10.

Cross-Industry Partnership Award – in conjunction with Network Rail, the Dept for Transport, Cumbria County Council and Allerdale Borough Council for the joint effort in response to the Cumbrian floods.

Business Excellence Award – for the company's safety record and performance throughout the year for the Sellafield site.

Best Performing Rail Freight Operator in the UK – by the Institute of Rail Operators.

The Most Improved Rail Operator on Performance – by the Institute of Rail Operators.

7.2 New Business

DRS has added to its service portfolio of rail activities by entering the passenger operations market. With this new expansion, the company is pleased to announce the successful award of TWO new contracts.

7.2.1 Boat Train Contract

Following the inaugural DRS operated service in 2008; the 2011/12 programme will see trains depart Glasgow Central and Edinburgh Waverley stations, transporting passengers to meet luxury Cunard, P&O and Princess Cruises liners. The first train of the 2011 season will depart from Edinburgh on the 19th April 2011.

7.2.2 Northern Belle Contract

DRS have also been awarded a 5 year contract to haul the luxurious Northern Belle train also known as 'The Orient-Express of the North'.

7.3 New Investment

DRS have acquired a substantial new fleet of 25 IDA 'Super' Lowliner Twin Platform Vehicles, complementing the company's significant motive and rolling stock holdings. These wagons are capable of carrying high cube containers over non-gauge enhanced and height restricted routes opening almost 5000 miles of rail network capacity to freight traffic.

The wagons will be used for the first time in May to operate a new service for P & O Ferrymasters between Teesport and Widnes. This service will save a staggering 62% on carbon emissions compared to the alternative road transport.

This new investment has also opened up opportunities for DRS, Port of Workington and TDG. This has led to a recent announcement of the Port Centric Logistics collaboration opening up potential capacities for the Port of Workington. Working with Britain's Energy Coast – the trio are planning an official showcase of their expertise and facilities in the summer.

7.4 Events

DRS will be having its annual Charity **Open Day Event** on the 16th July 2011 at its head office – Kingmoor Depot, Carlisle. More information available on DRS' website www.directrailservices.com

DRS also exhibited at the recent Multimodal exhibition in Birmingham to raise the company's brand profile and to launch the new lowliner wagons. This had been successful in generating a healthy volume of interests and leads.

8) Any other business

8.1 Supports for Barrow Area

Mrs Lesley O'Leary gave Committee members an update with regards to charity donations for the Barrow Area.

Since the 5th RDTSG meeting INS/PNTL are pleased to say they have been able to support the following charities:

- PNTL made a donation to the ABP who entered a Team for the 24 Peaks Challenge.
- PNTL has also been able to help the Barrow Sea Cadets to purchase a number of different items for a Junior Cadet training room, including tables, chairs, projector and white board.
- PNTL are also please to be able to support Furness Falcons Wheelchair Basket Ball team, with the purchase of three smaller chairs for junior members, as most chairs are geared for Adults.
- INS made a donation to the RNLI, at the Open Day held for the two new vessels
- INS has become a Corporate member of the Barrow Community Trust

8.2 INS Employee Match Funding

This is the second year INS/PNTL has offered match-funding to employees and we are pleased that yet again employees from both areas have been taking part in worthwhile causes. We have managed to offer match funding to 17 employees who have organised or been involved in fund raising activities for a number of different charities. Including:

- Leukaemia Research
- Children's Cancer fund/Hospice
- Special Care Baby Unit
- Breast Cancer

- British Heart Foundation
- Scout Groups
- Local Junior Football and Rugby clubs

8.3 INS Charity

Also, for the second year INS asked all employees to nominate and vote for a charity that as a group we could help support. Employees nominated Three Different Hospices, covering the main areas that employees live. A team of INS employees organised a number of different events during the year to raise money, including a taking part in the Cheshire Cat Cycle Ride, held on Sunday 27 March, when 7 employees completed a 45 mile route and 3 employees completed the 100 mile route. Other events organised included.

- Bowling
- Wear a Sports top to work, during the Football World Cup
- Old phones
- Swimming in open water in Salford Quays(replacement for Windermere Event)
- Lunch time Bingo
- Christmas Quiz/cards/Knobbly Knees
- Slimming Event
- Easter raffle, etc

8.4 Barrow Development

Mr Huck gave Committee members an update on progress, in relation to the Barrow Docks Development.

Within the Dock phase, 7 hectares completed with a further 6 requiring minor work. Recently the Port has seen increased activity in relation to the wind farm and Gas station, with new buildings being required by DONG. ABP are currently in touch with Cumbria County Council in order to develop further land.

Interest has been shown with regards to the development, but only on a short pre-let basis.

Barrow is to submit an application this month to the government in the hope that they will be selected to become one of the new generation of Enterprise Zones, this will enable them to have simplified planning-rules; super-fast broadband and tax breaks for business to promote growth.

With regards to the Residential side, the Regional Development Agency is due to wide up around April 2012. However, Barrow Borough Council are to still continue to purchase land, as 92% has been purchased to date, with a further two parcels of land on-going.

9) Date & venue of next meeting

The next meeting is anticipated to be held around the end of 2011, at INS Barrow Marine Terminal. The secretary will notify members when a date has been set.

The Chairman closed the meeting, thanked members for attending the 6th RDTSG meeting and wished them a safe journey.

10) Summary of Actions/Matters Arising

Action number	Description	Name	Status
1.	Secretary to contact Cumbria County Council	Secretary	On-going
5.1	Copy of Japanese HLW photograph to be sent to DRS	AAB	Complete
5.2	INS to reply in writing to the member of the public's question with regards to the 28 canisters	AAB	Complete
5.3	INS to write to the member of the public confirming where answers to his Freedom of Information questions could be found.	RW-B	Complete
5.4	INS to ensure a copy of the minutes and presentation are sent to the member of the public	Secretary	Complete

Distribution

Committee Members

Mrs S Williams, Sellafeld Limited

Mr M Forwood

PNTL website

INS website