



Urenco UK Limited

Assessment of the revised Terms of Reference of the Nuclear Safety, Security and Environment Committee and arrangements for the consideration of, and advice on, urgent safety proposals

Approval of the LC13(3) and LC13(12) Arrangements at Urenco UK Limited

**Project Assessment Report ONR-SDFW-PAR-21-005
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EXECUTIVE SUMMARY

Title

Assessment of the revised Terms of Reference of the Urenco UK Limited Nuclear Safety, Security and Environment Committee (NSSEC) and arrangements for the consideration of, and advice on, urgent safety proposals.

Permission Requested

This project assessment report is in response to a request from Urenco UK Limited for an approval of its revised NSSEC Terms of Reference and the arrangements for the consideration of, and advice on, urgent safety proposals under Licence Conditions (LC) 13(3) and 13(12) of Nuclear Site Licence 48E.

Background

LC13(1) requires the licensee to establish a nuclear safety committee to which it shall refer for consideration and advice the following:

- All matters required by or under the Nuclear Site Licence Conditions to be referred to a nuclear safety committee.
- Such arrangements or documents required by the Nuclear Site Licence Conditions as ONR may specify and any subsequent alteration or amendment to such specified arrangements or documents.
- Any matter on the site affecting safety on or off the site which ONR may specify.
- Any other matter which the licensee considers should be referred to a nuclear safety committee.

The extant Terms of Reference for the Urenco UK Limited Nuclear Safety and Environment Committee were 'Approved' under LC13(2) by the Health and Safety Executive (HSE) under Licence Instrument 527 which came into effect on 30 November 2012. LC13(3) requires the licensee to ensure that once approved no alteration or amendment is made to the approved terms of reference unless ONR has approved such alteration or amendment.

LC13(11) provides for arrangements to be made by which the licensee can obtain consideration of, or advice on, urgent safety proposals (which would normally be considered by a nuclear safety committee). The extant arrangements for urgent safety proposals were approved under LC13(11) by the HSE under Licence Instrument 528 in November 2012. LC13(12) requires the licensee to ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.

The licensee has proposed to amend its terms of reference for the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals, mainly making minor changes. These proposed changes have been submitted to ONR for approval under LC13.

Assessment and inspection work carried out by ONR in consideration of this request

The proposed amendments to the terms of reference of the NSSEC have been assessed by ONR and are considered to adequately address the expectations set out in ONR's guidance document NS-INSP-GD-013 (Revision 6) and advice from the ONR legal advisory service. The main changes in the process which supports the Terms of Reference for the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals are:

- Incorporation of the arrangements for matters relating to security by the NSSEC;
- Change of the focus of the advice given to the NSSEC from the Chief Nuclear Officer to the licensee;
- The provision of 10 working days, increased from 7 days, for NSSEC members to consider submissions;
- The inclusion of an annual competency review by the NSSEC Chairperson of the NSSEC members;
- The increase of NSSECs meetings from quarterly to monthly;
- Improvements in the definitions of the responsibilities of the NSSEC Chairperson and the Chief Nuclear Officer.

The changes to the Terms of Reference to the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals have been revised to align with other changes in the management arrangements, with some additional supporting text to ensure compliance with all licence conditions and some updating of administrative processes. These changes are minor in nature.

ONR's site security and safeguards inspectors and the Environment Agency site inspectors were consulted as part of this assessment.

Matters arising from ONR's work

There are no regulatory issues or concerns arising from ONR's assessment of the revised Terms of Reference for the NSSEC.

Conclusions

The revised Terms of Reference for the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals, have undergone a formal review within the licensee's organisation and have been subject to ONR assessment by the nominated site safety inspector. I am satisfied that the revised Terms of Reference for the NSSEC and arrangements for the consideration of, and advice on, urgent safety proposals adequately address the expectations set out within ONR's guidance and advice from the ONR legal advisory service. I consider that there is no technical or regulatory reason to withhold the 'Approvals' of the amended Terms of Reference for the NSSEC and arrangements for the consideration of, and advice on, urgent safety proposals.

Recommendation

This project assessment report recommends the following:

- That this Project Assessment Report is endorsed by the Decommissioning, Fuel and Waste Delivery Lead.
- Licence Instrument 544 is issued under Licence Condition 13(3) of Schedule 2 to Nuclear Site Licence No. 48E for the 'Approval' of the revised Terms of Reference of the Urenco UK Limited Nuclear Safety, Security and Environment Committee.
- Licence Instrument 545 is issued under Licence Condition 13(12) of Schedule 2 to Nuclear Site Licence No. 48E for the 'Approval' of the revised arrangements for the consideration of, and advice on, urgent safety proposals from the Urenco UK Limited Nuclear Safety, Security and Environment Committee.

LIST OF ABBREVIATIONS

CNSS	Civil Nuclear Security and Safeguards
HSE	Health & Safety Executive
LC	Licence Condition
NSEC	Nuclear Safety and Environment Committee
NSSEC	Nuclear Safety, Security and Environment Committee
ONR	Office for Nuclear Regulation
UUK	Urenco UK Limited

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PERMISSION REQUESTED

1. Urenco UK Limited (UUK) (the Licensee) has submitted its revised Terms of Reference of the UUK Nuclear Safety, Security and Environment Committee (NSSEC) and the arrangements for the consideration of, and advice on, urgent safety proposals [Ref.1]. These Terms of Reference for the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals are both subject to approval by the Office for Nuclear Regulation (ONR) under Licence Condition (LC) 13(3) and 13(12) respectively.

1 BACKGROUND

2. LC13(1) requires the licensee to establish a nuclear safety committee to which it shall refer for consideration and advice the following:
 - All matters required by or under the Nuclear Site Licence Conditions to be referred to a nuclear safety committee.
 - Such arrangements or documents required by the Nuclear Site Licence Conditions as ONR may specify and any subsequent alteration or amendment to such specified arrangements or documents.
 - Any matter on the site affecting safety on or off the site which ONR may specify.
 - Any other matter which the licensee considers should be referred to a nuclear safety committee.
3. The extant Terms of Reference for the UUK Nuclear Safety and Environment Committee [Ref.2] were 'Approved' under LC13(2) by the Health and Safety Executive (HSE) under Licence Instrument 527 which came into effect on 30 November 2012 as part of the initial relicensing of UUK. LC13(3) requires the licensee to ensure that once approved no alteration or amendment is made to the approved terms of reference unless ONR has approved such alteration or amendment.
4. LC13(11) provides for arrangements to be made by which the licensee can obtain consideration of, or advice on, urgent safety proposals (which would normally be considered by a nuclear safety committee). The extant arrangements for urgent safety proposals were 'Approved' under LC13(11) by the HSE under Licence Instrument 528 which came into effect on 30 November 2012 as part of the initial relicensing of UUK. LC13(12) requires the licensee to ensure that once approved no alteration or amendment is made to the approved arrangements unless ONR has approved such alteration or amendment.
5. The licensee has proposed to up-issue their Terms of Reference for the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals and a number of other minor changes: These have been submitted to ONR for approval under covering letter ONR/2021/17R dated 2 June 2021 [Ref.2].

2 ASSESSMENT AND INSPECTION WORK CARRIED OUT BY ONR IN CONSIDERATION OF THIS REQUEST

6. ONR has carried out a programme of work commensurate with the scope of changes within the revised Terms of Reference for the NSSEC and for the consideration of, and advice on, urgent safety proposals. I have assessed the changes presented within the revised terms of reference against the expectations enshrined in ONR's guidance document NS-INSP-GD-013 [Ref.3] and advice from the ONR legal advisory service [Ref.4]; I have also taken into account the independent challenge and oversight provided via the licensee's own governance arrangements, specifically the minutes of

the Nuclear Safety Environment Committee (NESC) held on 9th December 2020 [Ref.5].

7. The main changes in the process which support the Terms of Reference for the NSSEC and urgent safety proposals are:
 - Incorporation of the arrangements for matters relating to security by the NSSEC;
 - Change of the focus of the advice given to the NSSEC from the Chief Nuclear Officer to the licensee;
 - The provision of 10 working days, increased from 7 days, for NSSEC members to consider submissions;
 - The inclusion of an annual competency review by the NSSEC Chairperson of the NSSEC members;
 - The increase of NSSECs meetings from quarterly to monthly;
 - Improvements in the definitions of the responsibilities of the NSSEC Chairperson and the Chief Nuclear Officer.
8. The changes to the Terms of Reference to the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals have been revised to align with changes in the supporting process, with some additional supporting text to ensure compliance with all licence conditions and some updating of the administrative processes. These changes are minor in nature.
9. In my role as the nominated site safety inspector for the UUK site, I review the minutes of each NSSEC provided to ONR under LC13(8): I remain satisfied that the NSSEC continues to demonstrate an adequate level of independent oversight and challenge of nuclear safety proposals and other matters submitted for consideration. I also remain satisfied that the advice provided by the NSSEC is consistent with the comments made by the membership [as recorded within the minutes] and aligns with ONR's expectations.
10. ONR's/ site security and safeguards inspectors have reviewed the proposed revised Terms of Reference of the NSSEC and arrangements for the consideration of, and advice on, urgent safety proposals and acknowledge the inclusion of the consideration of and advice on nuclear security matters. They have confirmed that they have no objection to approving the proposed arrangements [Refs.6 & 7].
11. The Environment Agency has also reviewed the proposed Terms of Reference of the NSSEC and arrangements for the consideration of, and advice on, urgent safety proposals and has confirmed that it has no objection to approving the proposed arrangements. [Ref.8].

3 MATTERS ARISING FROM ONR'S WORK

12. There are no regulatory issues or concerns arising from ONR's assessment of the revised Terms of Reference for the NSSEC and arrangements for the consideration of, and advice on, urgent safety proposals.

4 CONCLUSIONS

13. I am satisfied that UUK's revised Terms of Reference for the UUK NSEC, including the arrangements for the consideration of and, advice on, urgent safety proposals, introduces only minor changes to the extant arrangements approved under LC13(2) and LC13(11). The assessment undertaken by ONR also concludes that the proposed changes to the Terms of Reference are adequate and meet the regulatory expectations set down in ONR guidance, NS-INSP-GD-013 (Revision 6) and advice from the ONR legal advisory service.

14. To conclude, I am satisfied that the revised Terms of Reference of the UUK Nuclear Safety and Environment Committee and arrangements for the consideration of, and advice on, urgent safety proposals adequately address the expectations set out within ONR's guidance and consider that there is no technical or regulatory reason to withhold approving these updates.

5 RECOMMENDATIONS

15. This Project Assessment Report is endorsed by the Decommissioning, Fuel and Waste Delivery Lead.
16. That Licence Instrument 544 is issued under Licence Condition 13(3) of Schedule 2 to [REDACTED] for the approval of the Terms of Reference of the UUK Nuclear Safety and Environment Committee.
17. That Licence Instrument 545 is issued under Licence Condition 13(12) of Schedule 2 to [REDACTED] for the approval of the arrangements for the consideration of, and advice on, urgent safety proposals by the UUK Nuclear Safety and Environment Committee.

6 REFERENCES

1. Urenco UK Limited Nuclear Safety, Security and Environment Committee and Urgent Safety Proposals Arrangements, Issue 1, UUK/NSEC/P522, 22 March 2021. [2021/44021]
2. Letter ONR/2021/17R, Request for the 'Approval' of the terms of reference for the NSSEC and the arrangements for the consideration of, and advice on, urgent safety proposals, dated 2 June 2021 and attachments. [2021/44021]
3. Nuclear Safety Committee, NS-INSP-GD-013 Revision 6, ONR, July 2019.
https://www.onr.org.uk/operational/tech_insp_guides
4. Email: *Query 102 - Nuclear Safety Committee* Stoddart (ONR-Legal Advisory Service)/Rostrum dated 26 October 2016. [2016/418397]
5. UUK Nuclear Safety and Environment Committee – Minutes of the meeting held 9 December 2020, NSEC(N181). [2021/44021]
6. Email: ██████████ (ONR-CNSS)/██████████(ONR) dated 14 June 2021. [2021/45158]
7. Email: ██████████ (ONR-CNSS)/██████████ (ONR) dated 15 June 2021. [2021/45159]
8. Email: ██████████(EA)/██████████ (ONR) dated 8 June 2021. [2021/45137]