**Nuclear Safety Committee Terms of Reference**

**Approval To Amend the Terms of Reference for the Nuclear Safety Committee**

Project Assessment Report ONR-OFD-PAR-21-017

Revision C

28 FEBRUARY 2022

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**EXECUTIVE SUMMARY**

**APPROVAL TO AMEND THE TERMS OF REFERENCE FOR THE NUCLEAR SAFETY COMMITTEE UNDER LICENCE CONDITIONS 13(3) and 13(12)**

**Permission Requested**

Rosyth Royal Dockyard Ltd (RRDL) has submitted for approval amended Terms of Reference for its Nuclear Safety Committee. The Terms of Reference (ToR) include the arrangements for consideration of, or advice on, urgent safety proposals. Any approval from ONR will be given under Licence Conditions 13(3) and 13(12).

**Background**

Licence Condition 13 ‘Nuclear Safety Committee’ requires among other things the licensee to establish a Nuclear Safety Committee (NSC) and to submit to ONR for approval its Terms of Reference (LC13(2) refers). The licensee shall ensure that once approved no alteration or amendments are made to the ToR unless ONR has approved them (LC13(3) refers). The Licence Condition also gives the option of the licensee producing appropriate NSC arrangements for obtaining consideration of, or advice on, urgent safety proposals. Any such arrangements are required by the Licence Condition to be approved by ONR (LC13 (11) refers). The licensee shall ensure that once approved no alteration or amendments are made to the arrangements unless ONR has approved them (LC13 (12) refers).

RRDL is proposing to amend the ToR to clarify the advisory role of the NSC. Since RRDL’s ToR also include the arrangements for urgent safety proposals, Approvals under both LC13(3) and LC13(12) are required.

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

ONR has reviewed the changes to the ToR (including the arrangements for urgent safety proposals) and confirmed that they meet the requirements of the Licence Condition. Furthermore, the amendments are in line with ONR expectations as summarised in ONR’s Nuclear Safety Technical Inspection Guide NS-INSP-GD-013. No material changes have been made to the arrangements for consideration of, or advice on, urgent safety proposals.

**Matters arising from ONR's work.**

There are no regulatory issues or concerns arising from the assessment. The changes to the ToR are to clarify the advisory nature of the NSC and are judged to align with relevant good practice and adequately reflect the level of risk and activities on the site.

**Conclusions**

The report presents the findings of the assessment of the proposed changed ToR for the NSC submitted by Rosyth Royal Dockyard Ltd for approval. The findings are that the changes, including for obtaining consideration of, or advice on, urgent safety proposals, do not materially affect the existing arrangements. To conclude, I am satisfied that the amended ToR and the arrangements for consideration of, or advice on, urgent safety proposals remain adequate to satisfactorily address the requirements of LC 13.

**Recommendation**

This Project Assessment Report recommends that approval is given under LC13(3) and LC13(12) to the amended ToR for the Rosyth Royal Dockyard Limited NSC (Issue 9, February 2022), and that Licence Instruments 513 and 514 be signed by the Operating Facilities Division Director of Regulation.

**LIST OF ABBREVIATIONS**

ALARP As low as reasonably practicable

LC Licence Condition

LI Licence Instrument

NSC Nuclear Safety Committee

ONR Office for Nuclear Regulation

PAR Project Assessment Report

RGP Relevant Good Practice

RRDL Rosyth Royal Dockyard Ltd

ToR Terms of Reference

TIG Nuclear Safety Technical Inspection Guide (TIG)

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1. PERMISSION REQUESTED
2. On 16 February 2022, Rosyth Royal Dockyard Ltd (RRDL) submitted for approval [Ref.1] amended Terms of Reference (ToR) for its Nuclear Safety Committee (NSC). Any approval from ONR will be given under Licence Conditions 13(3) and 13(12).
3. BACKGROUND
4. Licence Condition 13 ‘Nuclear Safety Committee’ requires among other things the licensee to establish a NSC and to submit to ONR for approval its ToR (LC13(2) refers). The licensee shall ensure that once approved no alteration or amendments are made to the ToR unless ONR has approved them (LC13(3) refers).
5. The Licence Condition also gives the option of the licensee producing appropriate NSC’s arrangements for obtaining consideration of, or advice on, urgent safety proposals. Any such arrangements are required by the Licence Condition to be approved by the ONR (LC13(11) refers).
6. The licensee shall ensure that once approved no alteration or amendments are made to these arrangements unless ONR has approved them (LC13(12) refers).
7. RRDL is proposing to amend the ToR to align with current site arrangements, in that the NSC no longer endorse documentation presented to the committee but provide advice to the licensee. The NSC has also reviewed the periodicity of the meetings to provide more flexibility as a relatively low risk site.
8. The current version of the ToR was approved by ONR in 2017 under LC13(3) [Ref.2] and under LC13(12) [Ref.3].
9. ASSESSMENT AND INSPECTION WORK CARRIED OUT BY ONR IN CONSIDERATION OF THIS REQUEST
10. The site inspector has reviewed the changes to the ToR [Ref. 4 and 5] and confirmed that they meet the requirements of the Licence Condition by assessing against relevant good practice, ONR guidance for LC13 ‘Nuclear safety committee’ [Ref.6].
11. The changes are to amend the ToR to ensure that they align with current site arrangements. No material changes have been made to the arrangements for consideration of, or advice on, urgent safety proposals.
12. The site inspector has also confirmed that all the changes to the ToR have been subject to the licensee’s due process, having been considered by the NSC [Ref. 7].
13. MATTERS ARISING FROM ONR’S WORK
14. There are no regulatory issues or concerns arising from the assessment. The changes to the ToR are to clarify the advisory nature of the NSC and are judged to align with relevant good practice and adequately reflect the level of risk and activities on the site.
15. CONCLUSIONS
16. The report presents the findings of ONR’s assessment of the proposed changes to ToR for the NSC, and for urgent safety proposals considered by the NSC. ONR is satisfied that the ToR and the arrangements for consideration of, or advice on, urgent safety proposals remain adequate to satisfy the requirements of LC13.
17. RECOMMENDATIONS
18. This Project Assessment Report recommends that approval is given under LC13(3) and 13(12) for the changed ToR for the RRDL NSC [Ref. 5], and that Licence Instruments 513 [Ref. 8] and 514 [Ref. 9] be signed by the Operating Facilities Programme Director of Regulation, under the authority delegated from the Chief Nuclear Inspector.
19. REFERENCES
20. RRDL Letter Unique Ref. 251/43/2/2 Dated 16 February 2022. CM9 Ref 2022/11164.
21. Licence Instrument 509 for Site Licence Number Sc8 Approval Under Condition 13(3) of Nuclear Safety Committee Terms of Reference Dated February 2017. CM9 Reference 2017/46635.
22. Licence Instrument 510 for Site Licence Number Sc8 Approval Under Condition 13(12) of Nuclear Safety Committee Terms of Reference Dated February 2017. CM9 Reference 2017/46635.
23. ROSYTH ROYAL DOCKYARD NUCLEAR SAFETY COMMITTEE CONSTITUTION AND TERMS OF REFERENCE, Issue 8 dated November 2016. CM9 Reference 2022/11165.
24. ROSYTH ROYAL DOCKYARD NUCLEAR SAFETY COMMITTEE CONSTITUTION AND TERMS OF REFERENCE, Issue 9 dated February 2022. CM9 Reference 2022/11167.
25. LICENCE CONDITION 13: NUCLEAR SAFETY COMMITTEE Nuclear Safety Technical Inspection Guide NS-INSP-GD-013 Revision 6 CM9 Reference 2020/208887.
26. Nuclear Safety Committee (NSC) Meeting 103. Minutes of the 103rd meeting of the Rosyth Royal Dockyard NSC held at Rosyth Royal Dockyard Limited on 2 February 2022. CM9 Reference 2022/11169.
27. Licence Instrument 513 for Site Licence Number Sc8 Approval Under Condition 13(3) of Nuclear Safety Committee Terms of Reference Dated February 2022. CM9 2022/11891
28. Licence Instrument 514 for Site Licence Number Sc8 Approval Under Condition 13(12) of Nuclear Safety Committee Terms of Reference Dated February 2022. CM9 2022/11892