Site Stakeholder Group

**Summary of the key points from the Trawsfynydd Site Stakeholder Group Extraordinary General Meeting held on the 30 July 2020 by Zoom**

1. The Chairman updated members on recent meetings he had attended. He welcomed Angharad Rayner to her first meeting as the new Site Closure Director.

2. Angharad Rayner presented the Magnox Site Closure Director's Report for Trawsfynydd. She explained that the usual written Site Manager report will be supported with a video presentation recently provided to staff.

3. Mr Jonathan Jenkin Nuclear Decommissioning Authority gave an update on the review and revision of the NDA's Strategy and the Reactor Decommisisoning Process.

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Site Stakeholder Group

**Trawsfynydd Site Stakeholder Group Extraordinary General Meeting**
**Thursday 30 July 2020 at 10.30 hrs**
**Held via ZOOM**

**MINUTES**

**PRESENT**

| NAME | ORGANISATION |
|---|---|
| Cllr Keith O'Brien (Chair) | Trawsfynydd Community Council |
| Angharad Rayner | Site Closure Director |
| Rory Trappe | Magnox, Traws TU Rep |
| John Idris Jones | Snowdonia Enterprise |
| Nia Swann Bowden | Snowdonia Enterprise Zone |
| Mike Baggs | NRW/EA |
| Ian Warner | Magnox |
| Sion Richards | Magnox |
| Jonathon Jenkin | Nuclear Decommissioning Authority (NDA) |
| Michelle Humphreys | Magnox Comms Regional Lead |
| Janine Claber | Marick Communications |
| Julie McNicholls | Cambrian News |
| Jill Callander | Magnox SSG Secretariat |
| Tom Williams | Magnox |
| Ruth Coney | Marick Communications |
| Allan Thomas | Magnox |
| Ian Dallas | Office for Nuclear Regulation (ONR) |
| Angela Vincent | Magnox |
| John McNamara | Nuclear Decommissioning Authority (NDA) |
| Sydna Roberts | Cymen – minute taker |
| Rhiannon ?? | Cymen - translator |
| Glyn Daniels | Diffwys & Maenofferen Council |
| Iwan Williams | Natural Resources Wales |
| Sion Roberts | Snowdonia National Park Auth |
| Mair Jones | Magnox |
| Paul W Richardson | Magnox TU Rep |
| Andrew Innes | Magnox |
| Lawrence Smith | Nuclear Decomm Bus. Manager, Welsh Govt |
| Richard James | Nuclear Bus Manager, Welsh Govt |

**Apologies for absence**

| | |
|---|---|
| Cllr Gareth Thomas | Gwynedd County Council |
| Iestyn Pritchard | NFU |
| Sioned Williams | Gwynedd County Council |
| Anwen Daniel | Blaenau Ffestiniog |
| Ifer Gwyn | Horizon |
| Cllr. Elfed Roberts | Trawsfynydd Council |
| Gwyn Hughes | Emergency Planning Officer, Regional Planning |
| John Richards | Talsarnu Council |

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## 1. Meeting Process and Introduction

Janine Claber from Marick Communications was welcomed to the meeting and guided participants through the housekeeping details in order to facilitate discussions via the ZOOM platform.

## 2. Chairman's Address – Keith O'Brien

The Chair welcomed everyone to the meeting and thanked Janine Claber for her guidance on the process regarding this first virtual brief meeting of the Traws SSG. He noted that there will be an opportunity for members to ask questions at the end of each presentation.

He then gave a brief update on issues since the last meeting as follows:-

- The situation regarding COVID 19 had paused much of the SSG's activity and had necessitated this virtual meeting format.
- The NDA Stakeholder Summit scheduled for the end of October has been postponed.
- A briefing note was circulated to members at the end of June. There were no further updates to date apart from thanking all staff for their hard work and diligence over this period and in particular site security staff having to deal with unexpected visitors to the site.

## 3. Site Director's Update – Angharad Rayner

Angharad Rayner **(AR)** welcomed all to the meeting noting that this virtual way of working is becoming more and more familiar and vitally important in maintaining contact during these difficult times. She gave an update via a video presentation that referring to the following:-

**People**

| | |
|---|---|
| Current figures re staffing:- | |
| Number on Site – Magnox | 139 |
| Agency Supplied Workers | 43 |
| Contractors | 13 |
| **Total** | 195 |
| Local % | 97% |

The entire workforce has been supported throughout the Covid-19 pandemic enabling 164 people to work from home. Recent interviews for apprentices have been held via the Zoom platform. On 16 March, a proactive decision was taken to pause all non-essential work across the fleet to protect the workforce and local communities. The decision was managed through the usual decommissioning approval processes and ratified by the Regulators. The site's business continuity plans were adopted and a continuity co-ordination centre was set up immediately. Consequently, on 19 March, Trawsfynydd site went into pause mode in a safe and controlled manner.

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**The following achievements were noted:-**

Prior to the pause

- 60 boxes filled in North FED
- 104 WRATS drums completed (Waste requiring additional treatments)
- 15 low level waste consignments completed
- Safestores handed over to principal contractor Erith
- Five boxes encapsulated at the FED Encapsulation Plant

During the pause

- Kept the site safe & secure 24/7.
- Carried out 160 essential routines to keep the site safe and compliant.
- 14,000 man hours worked on site.
- Supported National Grid with two HV outages.
- Reconfigured site to comply with Magnox & Government guidance and make it safe for our people to come back to.

Community Support

- Donated 6,500 items of PPE to the NHS.
- Made £25k available at each site for local community groups to support Covid-19 related activities.
- Gwynedd Council were awarded a further £7,800 to support the community during the pandemic.
- Many of our staff volunteered in their local communities.

Mobilisation Phase
AR stated that the site is now in the mobilisation phase with all social distancing arrangements complete in the accommodation areas and 60% complete in the Radiological Controlled area. Additional welfare facilities have been prepared and all Site Contractors have been mobilised to re-configure their own facilities.

In addition to reconfiguring the Site four guiding principles to protect the workforce have been adopted:

1) Eliminate the hazard
2) Engineering controls
3) Administrative controls
4) Behavioural safety

Finally AR noted that there were 97 personnel on Site last week and 110 this week.

The Chair thanked AR for her presentation and praised the positive continued work and progress undertaken by staff during these unprecedented times.

**4. NDA Strategy 4 - Public Consultation – Jonathan Jenkin**
Mr Jonathon Jenkin **(JJ)** was welcomed to the meeting and updated members on the proposed revised NDA Strategy explaining the following:-

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- NDA Strategy has to be reviewed at least every 5 years.
- The current Strategy was published in 2016.
- The next iteration, Strategy 4, has to be published by April 2021.
- It must be publicly consulted on.

He noted that there have been some changes to the topics included in Strategy 4:

- HSSSEQ has now become HSSEW to include sustainability and wellbeing.
- Safeguards now has its own vision section.
- Security and Resilience is now a separate topic.
- Cyber Security has been added as a separate topic.
- R&D is now RD&I to recognise the importance of innovation.
- Land and property management, contracting and revenue optimisation are no longer critical enabler topics.

He explained the timeline as follows:-

- Preparations for the draft started in mid-2019
- Meetings with various stakeholders as part of our pre-engagement work
- Consultation will commence in late summer and run for 12 weeks
- Document will then be reviewed in the light of comments received before receiving final approval internally and from UK Government and the Scottish Ministers in early 2021
- UK Ministers will consult Welsh Government
- The Strategy will be published by April 2021

The Engagement Mechanisms will be as follows:-

- Pre-engagement phase:
    - Information packs
    - Virtual meetings (NGO Forum, SSG sub-groups, TOGs).

- Consultation phase:
    - Full document available on gov.uk
    - Social media promotion of Strategy 4
    - Virtual meetings with stakeholders (large and small scale).

JJ then referred to the Magnox Reactor Decommissioning process and stated that previously there has been a ‘blanket’ strategy to defer reactor dismantling at all Magnox sites. Following on from a better understanding of lifecycle risks/costs at some sites – including ageing effects on reactor buildings, however, an NDA/Magnox agreement to implement site-specific approach to Magnox reactor decommissioning has been agreed. To this end, it is intended to bring forward reactor decommissioning at Trawsfynydd as the lead site. A mix of deferred/non-deferred approaches at remaining Magnox sites will be applied on a site-specific basis with related strategies to be developed over the next 12 – 18 months. Ongoing strategy development will be informed by the lead site experience i.e. Trawsfynydd.

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AR stated that Magnox Traws was extremely pleased to hear this news regarding decommissioning. It will ensure employment security for the current workforce, 97% of which are local and 85% Welsh speaking. She reiterated that this will be a huge civil project that will steer future Magnox/NDA working. The success of this project will ensure a skilled workforce in the future.

**Question and Answer Session**

Mr John Idris Jones welcomed this good news and enquired as to whether this would entail an increase in the current workforce.

The Chair also enquired as to how many additional years of employment might be expected.

AR responded by stating that it was early days yet to give exact numbers but that it was expected to extend to 2 decades. As regards workforce figures she noted that this will secure the current workforce and that approximately 40 staff will be employed to undertake a scoping exercise that will give a clearer picture of exact figures. She also noted that Sion Richards and Andrew Innes had undertaken interviews via ZOOM recently for Health Physics apprenticeships and that 5 young people will commence in September 2020.

The Chair wished also to welcome this positive step forward for Traws and on such a positive note thanked all for their attendance and closed the meeting at 11.20pm

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**Crynodeb o brif bwyntiau Cyfarfod Cyffredinol Eithriadol Grŵp Rhanddeiliaid Safle Trawsfynydd a gynhaliwyd dros ZOOM, 30 Gorffennaf, 2020**

Cafwyd diweddariad gan y Cadeirydd o'r cyfarfodydd y bu ynddynt yn ddiweddar. Croesawodd Angharad Rayner i'w chyfarfod cyntaf fel Cyfarwyddwr Cau'r Safle.

2. Cyflwynodd Angharad Rayner Adroddiad y Cyfarwyddwr Cau'r Safle ar gyfer Trawsfynydd. Eglurodd y bydd yr adroddiad ysgrifenedig arferol gan y Rheolwr Safle yn cael ei gefnogi gan gyflwyniad fideo a roddwyd i'r staff yn ddiweddar.

3. Cafwyd diweddariad gan Mr Jonathan Jenkin o'r Awdurdod Datgomisiynu Niwclear (NDA) ar yr adolygiad a diwygiadau i Strategaeth yr NDA a'r broses Datgomisiynu Adweithyddion Niwclear.

**Cyfarfod Cyffredinol Eithriadol Grŵp Rhanddeiliaid Safle Trawsfynydd 30 Gorffennaf, 2020**
**10.30 am Cynhaliwyd dros ZOOM**

## COFNODION

## YN BRESENNOL

| ENW | SEFYDLIAD |
|---|---|
| Cyngh. Keith O'Brien (Cadeirydd) | Cyngor Cymuned Trawsfynydd |
| Angharad Rayner | Cyfarwyddwr Cau Safle |
| Rory Trappe | Cynrychiolydd Magnox, Traws TU |
| John Idris Jones | Parth Eryri |
| Nia Swann Bowden | Parth Eryri |
| Mike Baggs | CNC/EA |
| Ian Warner | Magnox |
| Sion Richards | Magnox |
| Jonathon Jenkin | Awdurdod Datgomisiynu Niwclear (NDA) |
| Michelle Humphreys | Arewinydd Rhanbarthol Magnox Comms |
| Janine Claber | Marick Communications |
| Julie McNicholls | Cambrian News |
| Jill Callander | Ysgrifenyddiaeth Magnox SSG |
| Tom Williams | Magnox |
| Ruth Coney | Marick Communications |
| Allan Thomas | Magnox |
| Ian Dallas | Swyddfa Rheoleiddio Niwclear (ONR) |
| Angela Vincent | Magnox |
| John McNamara | Awdurdod Datgomisiynu Niwclear (NDA) |
| Sydna Roberts | Cymen – cofnodydd |
| Rhiannon Elis-Williams | Cymen - cyfieithydd |
| Glyn Daniels | Cyngor Diffwys & Maenofferen |
| Iwan Williams | Cyfoeth Naturiol Cymru |
| Sion Roberts | Awdurdod Parc Cenedlaethol Eryri |
| Mair Jones | Magnox |
| Paul W Richardson | Cynrychiolydd Magnox TU |
| Andrew Innes | Magnox |
| Lawrence Smith | Rheolwr Busnes Datg. Niwclear, Llyw Cymru |
| Richard James | Rheolwr Busnes Niwclear Llyw Cymru |

**Ymddiheuriadau**

| | |
|---|---|
| Cyngh Gareth Thomas | Cyngor Gwynedd |
| Iestyn Pritchard | NFU |
| Sioned Williams | Cyngor Gwynedd |
| Anwen Daniel | Blaenau Ffestiniog |
| Ifer Gwyn | Horizon |
| Cyngh. Elfed Roberts | Cyngor Trawsfynydd |
| Gwyn Hughes | Swyddog Cynlluniau Argyfwng, Rhanbarthol |
| John Richards | Cyngor Talsarnau |

## 1. Trefn Cyfarfod a Chyflwyniadau

Croesawyd Janine Claber o Marick Communications i'r cyfarfod ac aeth ati i gyflwyno pawb i drefn a phroses y cyfarfod i sicrhau trafodaeth drwy gyfrwng y llwyfan ZOOM.

## 2. Gair gan y Cadeirydd - Keith O'Brien (KOB)

Croesawodd y Cadeirydd pawb i'r cyfarfod a diolchodd i Janine Claber am ei harweiniad ar y broses o gynnal y cyfarfod rhithiol cyntaf hwn o Grŵp Rhanddeiliaid Safle Trawsfynydd (GRhS). Nododd y bydd cyfle i aelodau ofyn cwestiynau ar derfyn pob cyflwyniad. Yna rhoddodd ddiweddariad sydyn o faterion ers y cyfarfod diwethaf, fel a ganlyn:-

Mae'r sefyllfa yn sgil Covid-19 wedi creu saib yn llawer o weithgareddau GRhS a bod hynny wedi ysgogi'r angen am y cyfarfod rhithiol hwn. Mae Cynhadledd Rhanddeiliaid NDA a drefnwyd ar gyfer diwedd Hydref wedi ei gohirio. Anfonwyd nodyn briffio at yr aelodau ddiwedd mis Mehefin. Nid bu unrhyw ddiweddariadau wedi hynny ar wahân i ddiolch i'r staff am eu gwaith caled a'u diwydrwydd dros y cyfnod yn enwedig staff diogelwch y safle yn delio ag ymwelwyr annisgwyl yno.

## 3. Diweddariad Cyfarwyddwr Safle - Angharad Rayner

Croesawodd Angharad Rayner (AR) pawb i'r cyfarfod gan nodi bod y dull rhithiol hwn o gyfarfod yn dod yn fwyfwy cyfarwydd a'i bod yn hanfodol bwysig er mwyn cynnal cysylltiad drwy'r adegau anodd hynny. Cyflwynodd ddiweddariad ar ffurf fideo oedd yn cyfeirio at yr canlynol:

**Pobl**

| | |
|---|---|
| Ffigyrau cyfredol parthed staffio:- | |
| Nifer ar y safle - Magnox | 139 |
| Gweithwyr Drwy Asiantaeth | 43 |
| Contractwyr | 13 |
| **Cyfanswm** | 195 |
| Lleol % | 97% |

Mae holl aelodau'r gweithlu wedi cael eu cefnogi drwy gyfnod pandemig Covid-19 gan alluogi 164 ohonynt i weithio gartref. Cynhaliwyd cyfweliadau diweddar am brentisiaid dros lwyfan ZOOM. Ar 16 Mawrth gwnaed y penderfyniad rhagweithiol o oedi'r holl waith ar draws y fflyd nad oedd yn hanfodol, hynny er mwyn diogelu'r gweithlu a chymunedau lleol. Rheolwyd y penderfyniad drwy'r broses gymeradwyo datgomisiynu arferol, wedi ei gadarnhau gan y Rheoleiddwyr. Mabwysiadwyd cynlluniau dilyniant busnes y safle ac yn syth fe sefydlwyd canolfan gydlynu dilyniant. O'r herwydd, ar 19 Mawrth aeth safle Trawsfynydd, mewn modd diogel a than reolaeth, i stad o seibiant.

**Nodwyd y llwyddiannau canlynol:-**

Cyn y saib

- 60 o flychau'n llawn yn yr FED Gogledd
- 104 o ddrymiau WRATS wedi eu cwblhau (Gwastraff ag angen triniaeth pellach)
- 15 llwyth o wastraff lefel isel wedi eu cwblhau
- Storfeydd Diogel wedi eu trosglwyddo i ofal Erith, y prif gontractwyr
- Pum blwch wedi'u capsiwleiddio yn y Gwaith Capsiwleiddio FED

Yn ystod y saib

- Cadwyd y safle'n ddiogel a than glo 24/7.
- Cynhaliwyd 160 trefn rheolaeth hanfodol i gadw'r safle'n ddiogel a chydymffurfio â rheolau.
- Gwerth 14,000 o oriau dynol wedi eu gwneud
- Cefnogwyd National Grid yn ystod dau nam Foltedd Uchel.
- Ail-strwythurwyd y safle i gydymffurfio â chanllawiau Magnox a'r Llywodraeth a'i gwneud yn ddiogel i'n pobl ddychwelyd yno.

Cefnogaeth Gymunedol

- Cyfrannwyd 6,500 o eitemau PPE i'r GIG.
- Sicrhau bod £25k ar gael i bob safle er mwyn i grwpiau cymunedol lleol gefnogi gweithgareddau'n ymwneud â Covid-19
- Cyflwynwyd £7,800 pellach i Gyngor Gwynedd i gefnogi'r gymuned yn ystod y pandemig.
- Bu nifer o'n staff yn gwirfoddoli yn eu cymunedau lleol.

Cyfnod Paratoi
Nododd AR fod y safle bellach yn y cyfnod paratoi gyda threfniadau cadw pellter cymdeithasol mewn grym yn ardal y llety a 60% o'r ardal Rheolaeth ar Ymbelydredd. Mae cyfleusterau lles ychwanegol wedi eu darparu a gofynnwyd i bob Contractwr safle ail-strwythuro eu cyfleusterau eu hunain.

Yn ogystal ag ail-strwythuro'r Safle mabwysiadwyd pedair egwyddor arweiniol i ddiogelu'r gweithlu:

1) Dileu'r perygl
2) Rheolaeth Beirianyddol
3) Rheolaeth Weinyddol
4) Diogelwch ymddygiad

I gloi, nododd AR bod 97 o'r gweithlu ar y safle wythnos diwethaf a 110 yr wythnos hon.

Diolchodd y Cadeirydd i AR am ei chyflwyniad gan glodfori gwaith positif a pharhaus y

staff a'r cynnydd sydd wedi bod yn ystod amseroedd nas gwelwyd eu tebyg o'r blaen.

**4. Strategaeth 4 yr NDA - Ymgynghoriad Cyhoeddus – Jonathan Jenkin**
Croesawyd Mr Jonathon Jenkin (JJ) ac aeth ymlaen i ddiweddaru'r aelodau ar Strategaeth NDA diwygiedig arfaethedig gan egluro'r canlynol:-

- Bod angen adolygu Strategaeth NDA o leiaf bob 5 mlynedd
- Cyhoeddwyd y Strategaeth bresennol yn 2016
- Cyhoeddir y fersiwn nesaf, Strategaeth 4, erbyn Ebrill 2021
- Mae'n rhaid ymgynghori'n gyhoeddus ar ei gynnwys

Nododd fod yna newidiadau i'r pynciau o fewn Strategaeth 4:

- Mae HSSSEQ bellach wedi troi'n HSSEW i gynnwys Cynaliadwedd a Lles.
- Bellach, mae gan 'Dulliau Diogel' ei adran weledigaeth ei hun.
- Mae Diogelwch a Gwydnwch bellach yn bwnc ar wahân.
- Ychwanegwyd 'Diogelwch Seibr' fel adran ar wahân
- Newidiwyd Ymchwil a Datblygu (Y&D) i (YD&A) i gydnabod pwysigrwydd arloesi.
- Nid yw Rheolaeth Tir ac Eiddo, Contractio ac Optimeiddio Refeniw bellach yn bynciau hwyluso allweddol.

Eglurodd y llinell amser fel a ganlyn:-
- Cychwynnwyd y paratoadau ar y drafft yng nghanol 2019.
- Cyfarfodydd gydag amrywiaeth o randdeiliaid fel rhan o'n gwaith cyn gweithredu
- Bydd yr ymgynghoriad yn cychwyn ddiwedd yr haf ac yn para 12 wythnos.
- Arolygir y ddogfen yn dilyn sylwadau a ddaeth i law, cyn derbyn cymeradwyaeth derfynol gan Lywodraeth San Steffan a Gweinidogion Yr Alban yn gynnar yn 2021
- Gweinidogion y DU yn ymgynghori â Llywodraeth Cymru
- Cyhoeddir y Strategaeth erbyn Ebrill 2021

  Dyma'r Mecanwaith Gweithredu:

  Cyfnod cyn gweithredu:

- Pecynnau gwybodaeth
- Cyfarfodydd rhithiol (Fforwm NGO, is-grwpiau GRhS, TOGs)

  Cyfnod ymgynghori:

- Dogfen lawn ar gael ar wefan gov.uk
- Hyrwyddo Strategaeth 4 ar lwyfannau cymdeithasol
- Cyfarfodydd Rhithiol gyda rhanddeiliaid (graddfa fawr a bach)

Cyfeiriodd JJ at broses Datgomisiynu Adweithydd Magnox a nododd fod yna strategaeth ‘flanced’ i ohirio datgymalu adweithyddion ym mhob un safle Magnox. Yn dilyn gwell dealltwriaeth o beryglon hyd bywyd/costau rhai safleoedd - gan gynnwys effaith heneiddio ar adeiladau adweithyddion, daethpwyd i gytundeb i weithredu dulliau penodol i'r safle i ddatgomisynu adweithyddion Magnox. I'r perwyl hwn, bwriedir dod â chyfnod datgomisiynu adweithyddion yn ei flaen, gyda safle Thrawsfynydd yn dod gyntaf. Gweithredir cymysgedd o ddulliau gohirio/peidio â gohirio ar sail penderfyniadau penodol pob safle dros y 12 - 18 mis. Datblygu strategaeth barhaus ar sail profiad y safle arweiniol e.e., Trawsfynydd.

Nododd AR fod Magnox Traws yn hynod o falch o glywed y newyddion hyn am ddatgomisiynu. Bydd hyn yn creu sicrwydd cyflogaeth i'r gweithlu presennol, lle mae 97% ohonynt yn bobl leol ac 85% yn siaradwyr Cymraeg. Dywedodd eto y bydd hyn yn brosiect peirianneg sifil anferthol a bydd yn llywio gwaith Magnox/ NDA i’r dyfodol. Bydd llwyddiant y prosiect yn sicrhau gweithlu medrus ar gyfer y dyfodol.

**Sesiwn Holi ac Ateb**

Croesawodd Mr John Idris Jones y newyddion da a holodd a fyddai hyn yn cynyddu'r gweithlu presennol.

Hefyd, holodd y Cadeirydd sawl blwyddyn o gyflogaeth y gellid ei ddisgwyl.

Atebodd AR drwy ddweud ei bod yn rhy gynnar i roi ffigyrau pendant ond y disgwyl yw y byddai'n parhau am ddau ddegawd. O safbwynt nifer y gweithlu dywedodd y byddai'n hyn yn sicrhau'r gweithlu presennol ac y byddai tua 40 aelod o staff ychwanegol yn cael eu cyflogi i gwblhau gwaith cwmpasu a fydd yn rhoi darlun gwell o union ffigyrau cyflogaeth. Dywedodd hefyd bod Sion Richards ac Andrew Innes wedi cynnal cyfweliadau yn ddiweddar ar gyfer prentisiaid Ffiseg Iechyd a bod 5 person ifanc am gychwyn gwaith ym mis Medi 2020.

Croesawodd y Cadeirydd y cam positif hwn i Traws. Gyda'r un teimlad positif diolchodd i bawb am fod yn bresennol a daethpwyd â'r cyfarfod i ben am 11:20yb.