

RADIOACTIVE WASTE MANAGEMENT LIMITED
(the "**Company**")

Minutes of the 14th meeting of the directors of the Company
held at Hinton House, Birchwood Park Avenue, Risley, Warrington WA3 6GR on 3rd June 2015
at 10.30 a.m.

PRESENT:

Mr Bruce McKirdy	(RWM Managing Director)
Mr Alun Ellis	(RWM Science and Technology Director)
Professor Charles Curtis	(Independent Non-Executive Director)
Mr Claes Thegerström	(Independent Non-Executive Director)
Mr Jon Phillips	(NDA nominated Non-Executive Director)
Professor Melanie Brownridge	(NDA nominated Non-Executive Director)
Mr Rob Higgins	(NDA nominated Non-Executive Director)

IN ATTENDANCE:

RWM HSSEQ Director
RWM HSSEQ Advisor
RWM Company Secretary

1 NOTICE, QUORUM AND DIRECTORS DUTIES

- 1.1 Apologies were received from the Chairman. It was agreed, in accordance with the Articles of Association and Board Terms of Reference that Mr Higgins would act as Chairman for the meeting.
- 1.2 The Acting Chairman reported that, notice having been given to all directors of the Company, a quorum was present.
- 1.3 The Acting Chairman reminded the directors of the need to consider their general duties, including those contained in the Companies Act 2006, in considering the matters put to the meeting. No new conflicts of interest were declared.

2 HEALTH, SAFETY, ENVIRONMENT, SECURITY AND QUALITY ISSUES

- 2.1 The RWM HSSEQ Director presented the Health, Safety, Security, Environment and Quality section of the Monthly Performance Report, noting that the regulators envisage a further corporate inspection of RWM in late 2015/16 to review progress on organisational development.
- 2.2 The Board were informed that Welsh Government has adopted a policy of geological disposal for the long-term management of higher activity waste and has commenced a consultation on the community engagement and implementation processes. Scottish Government has commenced a consultation on an implementation strategy for its higher activity waste management policy which recognises potential work to develop near surface disposal concepts.
- 2.3 The RWM HSSEQ Director reviewed the HSSEQ KPIs. Under Organisational Development, which remains amber until the demonstration of conformance of all RWM models with updated arrangements, a new organisational structure has been agreed which will facilitate improved performance in a number of areas. The data and models project has been closed and an oversight group established to ensure remaining actions are addressed. The remaining KPI's are green and it was noted that issues with the availability of regulatory resources has improved.

Action 14.01 The Managing Director to prepare a paper for the Board which sets out land-use planning requirements for a GDF (i.e. NPS, SEA, AoS, etc.), and how these interlinked.

2.4 The Managing Director updated the Board on plans for review of the draft national geological screening guidance by the Independent Review Panel appointed by the Geological Society.

2.5 A meeting with the Panel will be held on 23 June 2015 and a copy of the latest draft guidance will be circulated to the Board.

Action 14.02: Managing Director to inform the Board of the IRP meeting arrangements when they are finalised.

2.6 The Board noted the Health, Safety, Security, Environment and Quality section of the Monthly Performance Report.

3 INFORMATION GOVERNANCE POLICY

3.1 The RWM Science and Technology Director presented the Information Governance Policy, referring to the significant benefits of having a policy in place. The Policy has received input from the NDA Information Governance Manager and is consistent with the NDA approach. It was confirmed that Intellectual Property (IP) is not covered within the Policy as all RWM's IP is NDA-owned.

3.2 The RWM Science and Technology Director explained the roles and responsibilities of those referred to within the Policy. Arrangements are likely to evolve when RWM begins site investigation work. The Board also discussed how physical assets such as samples fit within the Policy.

Action 14.03:

Managing Director to ensure physical samples are explicitly included within the definition of Records, to add a review period for the Policy and to ensure processes include post-project learning to capture and document the main lessons learned.

3.3 The Board approved the Information Governance Policy.

4 GDF IMPLEMENTATION PLAN

4.1 The RWM Science and Technology Director presented the GDF Implementation Plan paper. Given the uncertainty around the assumptions, the work aims to understand the potential implications of the policy developments. The interaction with Strategy III and a wide range of stakeholders needs to be fully addressed before a new plan is published.

4.2 The Board noted that the Provisional Implementation Plan is out of date and the intention to replace it by a GDF Implementation Plan. The Board also noted that a further paper will be presented to the Board when the initial work on the Plan has been progressed and when the likely implications are emerging.

5 HEALTH, SAFETY, SECURITY, SAFEGUARDS, ENVIRONMENT AND QUALITY (HSSSEQ) STRATEGY

5.1 The HSSE Director presented the HSSSEQ Strategy, which was developed following feedback from the Board, HSSSEQ Sub-Committee, RWM Executive and RWM HSSE function. The related Improvement Plan will target key areas and will be reported to the Board.

5.2 The Board approved the HSSSEQ Strategy.

6 PROGRESS REPORT ON THE 2016 UPDATE TO THE GENERIC DISPOSAL SYSTEM SAFETY CASE (DSSC)

- 6.1 The RWM Science and Technology Director provided a progress report on the 2016 update to the Generic Disposal System Safety Case. Key drivers for the update are to take into account changes in the inventory and improvements to the design, knowledge base and approaches to safety assessment. The changes reflect revisions to Government policy and feedback from the regulators and CoRWM. Clarity was provided around the categorisation of waste in the inventory.

Action 14.04: Managing Director to produce a summary of key RWM documents to provide the Board with a clear picture of their relevance and interdependencies.

- 6.2 The Board noted the progress report on the 2016 update to the Generic Disposal System Safety Case.

7 RADIOACTIVE WASTE MANAGEMENT LIMITED MONTHLY PROGRESS REPORT PERIOD 1, APRIL 2015

- 7.1 The RWM Managing Director provided the key highlights from the Monthly Performance Report for Period 1, April 2015.

- 7.2 The robustness of RWM's corporate strategy is being assessed against four scenarios. The scenarios will be presented to the Board at the Strategy meeting in June.

- 7.3 A recent Community Representation Working Group (CRWG) meeting discussed the planned call for evidence in the summer.

Action 14.05: Managing Director to provide a short summary of the current position of the work of the CRWG.

- 7.4 The Board noted the Monthly Progress Report.

8 REPORT FROM SUB-COMMITTEES

- 8.1 The Board noted the recent reports circulated by the Sub-Committees.

9 AOB

- 9.1 The HSSE Director presented the RWM Board Competency Framework and Membership. This was originally produced to support establishment of, and recruitment of new members to, the Board. It has been updated to reflect the future evolution of the Company's activities and mapped against current Board membership. The Framework indicates a number of additional competencies may need to be addressed by Board membership or through the provision of specialist advice in the medium and longer terms.

- 9.2 The Board approved the updated competency framework to support recruitment of new members to the Board.

10 MINUTES AND ACTIONS OF THE PREVIOUS MEETINGS AND REDACTIONS

- 10.1 The Board approved the minutes of the thirteenth meeting of Radioactive Waste Management Limited.

- 10.2 The Board reviewed the minutes of the thirteenth meeting of Radioactive Waste Management Limited to consider possible redactions needed prior to publication of the minutes on the NDA website. No redactions were identified.

- 10.3 An updated actions list is attached.

11 DATE OF NEXT MEETING AND 12 MONTH LOOK AHEAD

- 11.1 The next meeting will take place on 30th June 2015.

11.2 There being no further business, the Acting Chairman declared the meeting closed.

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Acting Chairman