

Meeting:	NuLeAF Steering Group, 12 October 2006
Agenda Item:	10
Subject:	Work Programme and Targets
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Purpose:	To review the work programme and early targets for the Executive Director

Introduction

At its meeting in April, the Steering Group agreed a work programme and early targets for the NuLeAF Executive Director (ED). The programme was divided into five main work streams:

- Infrastructure
- Profile
- Policy
- Member authorities
- Budget

For each work stream, the April paper proposed an overall aim and targets for 1 September 06.

The purpose of the current report is to review aims and progress and suggest targets for the next six months.

Recommendations

That the Steering Group:

- 1 agree the aims and targets set out in this paper; and
- 2 review progress at its meeting on 19 April 2007.

Infrastructure

Initial aim: To ensure key infrastructure is in place by the time the ED starts working on a full-time basis (1 September).

Revised aim: To continue to develop infrastructure to enable NuLeAF to achieve its profile, policy and membership aims.

INFRASTRUCTURE: TARGETS AND PROGRESS		
Target (Sept 06)	Progress	Target (Apr 07)
PA/Admin Officer: to be in post by the end of May.	CdelC took up her post in May and has played a major part in infrastructure development.	To continue infrastructure development
Officer Support Group: develop so that the experience and expertise of a core group of officers can support the work of the ED.	Liaison continues with key officers in leading member authorities. Meetings of officer working groups have not been convened.	To convene as necessary following review of need and scope after regional seminars.
Officer Support Network: to develop the network of officer contacts in member authorities that can contribute on specific issues.	Much work has been done to update and develop the database of officer contacts, and to ensure regular communication.	To review ways of involving wider range of officers in NuLeAF work after regional seminars.
Key contacts: to build a contact list for key national stakeholder groups.	Contact list is in place	To review and develop key contacts as appropriate
Database of local authority reports: to build a database of member authority reports on legacy management issues.	Repeated requests made to member authorities. Member authority websites checked. Limited feedback available.	To promote and develop database of local authority reports on nuclear legacy management
Comms/information: to develop a website, a regular e-bulletin to Member authorities, and a standardised format for briefing papers for Member Authorities and research reports.	Website established and updated regularly. Two issues of e-bulletin distributed. Standardised format for briefings established. One briefing (on 'end states') issued.	To develop and update website, issue e-bulletins and produce briefing papers as necessary.
LGA: to ensure a regular exchange of information with the LGA.	Meeting held with officer contact. Material sent regularly.	To liaise with LGA as necessary.
		Project Officer: to undertake induction and establish work programme (interviews being held 24 Oct)
		Scottish Authorities: to liaise closely with the new group on nuclear legacy management.

Profile

Aim: To build the profile of NuLeAF so that it becomes the automatic first 'port of call' for local authorities, national stakeholder organisations and the media on issues concerning local government and nuclear legacy management.

PROFILE: TARGETS AND PROGRESS		
Target (Sept 06)	Progress	Target (Apr 07)
Media: to seek coverage of implementation research, ED appointment etc	Press statements on implementation research, ED appointment and CoRWM recommendations. No coverage. Articles written for Public Servant and Journal of the Institute for Economic Development.	To seek coverage of NuLeAF initiatives and views in national and specialist media.
Events: to ensure a NuLeAF presence at key events	Fringe meeting held at LGA Conference. Attendance at NDA National Stakeholder Group. Invitation accepted to speak at conference 'Sustainable Communities: Decommissioning and the Future of Sellafield and Dounreay' (Dec 1, Westlakes Research Institute)	To ensure a NuLeAF presence at key events
Meetings: to arrange meetings with key national stakeholders to explain and promote NuLeAF's work	Regular liaison meetings with the NDA established. ED liaises regularly with DEFRA. Magnox Electric and the Scottish Executive have made presentations at SG meetings. Meetings also held with Nirex and CoRWM. A meeting has been arranged with the Waste Advisory Group of the Planning Officers Society.	To arrange meetings with key stakeholders as necessary
Euro initiatives: to ensure continued participation in projects eg CARL and COWAM	FM attended COWAM2 annual seminar in July. Meetings held with WSC and Mutadis to review plans for UK input to COWAM3. Meeting held with Mutadis and ANCLI to discuss UK input to EUROCLI. ED attending Dunkirk conference (Eurocli launch). NuLeAF delegation attending CARL workshop in Troon.	To ensure appropriate level of participation in CARL, COWAM3, and EUROCLI initiatives.

Policy

Aim: to (a) pro-actively develop aspects of policy on nuclear legacy management that are ‘agenda-setting’ at the national level and (b) respond effectively and promptly to national consultations on legacy management issues.

POLICY: TARGETS AND PROGRESS		
Target (Sept 06)	Progress	Target (April 07)
Long-term radwaste management: to influence CoRWM’s recommendations on implementation issues; to provide a response to CoRWM’s draft recommendations; to establish working relations with the Government’s MRWS Planning Group; and to initiate follow-up work to the ‘implementation issues’ research.	Response to draft CoRWM recs submitted. Policy statement on implementation agreed. CoRWM’s recommendations broadly in line with NuLeAF policy. Liaison maintained with lead DEFRA officer. CoRWM and DEFRA participation in regional seminars agreed. Draft policy statement on implementation bodies prepared for October SG.	To review Government response to CoRWM recommendations, develop working relations with the MRWS Planning Group, initiate further work on aspects of implementation in light of outcome of regional seminars, and seek development of a participative, fair and rigorous implementation programme.
NDA: to develop policy/guidance on specific aspects of NDA work (eg site end points) and the NDA’s approach to socio-economic and wider community impacts.	Priorities for work on NDA issues agreed by SG. Meetings held with NDA officers. Updates on NDA initiatives provided via e-bulletin. Briefing issued on site end states consultation. NDA participation in regional seminars agreed.	To develop policy and issue briefings on specific aspects of NDA work in order to assist and encourage engagement by member authorities and influence development and implementation of NDA strategy.
LLW review: to provide a response to Government’s consultation paper and to identify follow-up initiatives.	Response to LLW consultation submitted. Liaison established with Magnox Electric re LLW options assessment. Liaison with CBC re repository near Drigg. NDA addressing LLW at regional seminars.	To monitor developments, develop policy and issue briefings as necessary.
Integrated legacy management: to identify initiatives that may need to be taken to encourage an integrated approach to legacy management	Developments being monitored.	To identify initiatives that may need to be taken to encourage an integrated approach to legacy management
Legacy management implications of new nuclear build: to monitor developments re potential impact on legacy management, so that more detailed work can be initiated if appropriate.	Report on ‘The Energy Challenge’ taken to Oct SG meeting.	To submit response to DTI re legacy management implications and to monitor developments.

Member Authorities

Aim: To build the capacity within local government to engage effectively with nuclear legacy management, by expanding NuLeAF membership and providing an effective advisory and research service for member authorities.

MEMBER AUTHORITIES: TARGETS AND PROGRESS		
Target (Sept 06)	Progress	Target (April 07)
Briefing papers: to review developments to identify needs/opportunities for providing briefing papers to member authorities.	Briefing paper on NDA site ends states consultation issued. Briefing paper on 'siting' partnerships submitted to Oct SG. Further briefing papers on socio-economic initiatives, and MRWS anticipated.	To review developments to identify needs/opportunities for providing briefing papers to member authorities.
Best practice: to identify and promote examples of 'best practice' in local government regarding legacy management	Activities being monitored. Discussions with Copeland BC re LLW repository 'community prospectus'. Further examples may be identified through regional seminars	To identify and promote examples of 'best practice' in local government regarding legacy management
Site Stakeholder Groups: to initiate a review of the effectiveness of local government engagement with NDA/site licensees.	Questionnaire sent to member authorities with sites in September. Follow-up phone calls made. Verbal report to Oct SG.	To review questionnaire returns and identify appropriate actions.
	Arrangements put in place for regional seminars (see report to Oct SG)	Regional Seminars: to run seminars on nuclear legacy management and review/action proposals for NuLeAF initiatives that emerge.
	Meetings held with representatives from Allerdale BC, Barrow BC, Copeland BC and Cumbria CC. Meetings arranged with Manchester CC and member authorities in Norfolk.	Meetings: to meet with individual member authorities or groups of member authorities as requested.
	Enviros research on implementation of policy on long-term management published and presented to Government.	Research Projects: to commission research as necessary to provide an effective service to member authorities.

Funding

Aim: To secure sufficient funding to enable NuLeAF to fulfill its aims and reach/maintain a level of staffing which enables its work programme to be effectively delivered.

FUNDING: TARGETS AND PROGRESS		
Target (Sept 06)	Progress	Target (April 07)
External organisations: to secure repeat funding from current funding organisations (NDA and Nirex); and to secure funding from DEFRA.	Funding secured from Nirex. Meetings held with NDA and funding anticipated. Further request to be made to DEFRA after announcement of response to CoRWM	To secure funding from NDA and DEFRA.
Member authorities: to increase the number of contributing authorities	Two new contributing authorities (Hampshire CC and South Gloucestershire DC)	To increase the number of contributing authorities by raising NuLeAF's profile and promoting its services to member authorities.
Conferences/seminars: to identify the scope for raising funds through the organisation of conferences and seminars	Decision taken not to charge registration fee for regional seminars so as not to discourage attendance.	To review the scope for raising funds through the organisation of conferences and seminars
Project funding: to develop funding bids for specific projects eg from European programmes	No opportunities have arisen	To review scope for securing project funding following regional seminars.