

<b>Meeting:</b>	NuLeAF Annual General Meeting, 18 October 2007
<b>Agenda Item:</b>	6
<b>Subject:</b>	Work Programme and Targets
<b>Author:</b>	Fred Barker
<b>Purpose:</b>	To propose a series of work programme targets up to October 08

## **Introduction**

This report outlines progress and a series of proposed work programme targets for the period up to October 08. It covers 5 main work streams:

- infrastructure
- policy
- promotion and representation
- membership
- budget

Proposed targets that (a) relate to significant changes from 'business as usual' or (b) involve new initiatives are highlighted in yellow.

## **Recommendation**

That the AGM:

- 1 agrees the aims and targets set out in this paper; and
- 2 reviews progress at the AGM in 2008.

<b>INFRASTRUCTURE</b>		
<i>Aim:</i> To continue to develop infrastructure to enable NuLeAF to achieve its policy, promotion and membership aims.		
<b>Target (April 07)</b>	<b>Progress (Oct 07)</b>	<b>Target (Oct 08)</b>
PA/Admin Officer: to continue infrastructure development.	CdelC has maintained and developed NuLeAF's infrastructure, but will leave her post in May 08 (at the end of the two year contract).	1 To review the PA job description, appoint a new PA, undertake induction and continue infrastructure maintenance and development
Project Officer: to undertake induction and establish work programme	JS took up her post in Feb 07 and worked on a range of projects until it was decided by mutual agreement (in October) that she would not continue in employment with NuLeAF.	2 To review adequacy of arrangements for commissioning an input to project work on a case by case basis.
Officer Working Groups: to convene as necessary in light of developing work programme.	Two working groups have been convened. A MWRS group has met regularly to help develop NuLeAF's input to Govt on the implementation framework for a repository. A LLW group has held its first meeting.	3 To convene Officer Working Groups as necessary in light of developments in nuclear legacy management.
Comms/information: to develop and update the website, issue e-bulletins and produce briefing papers as necessary.	The website continues to be updated and developed. The number of visits to the website has increased substantially. Five e-bulletins and ten briefing papers have been issued since Sept 06.	4 To develop and update website (including a search facility, members area and electronic library), issue e-bulletins and produce briefing papers as necessary.
To promote and develop a database of local authority reports on nuclear legacy management	Repeated requests made to member authorities, but very limited response. Database now focusses on member authority consultation responses (on the member area of the website)	5 To maintain and update the database of member authority consultation responses.
LGA and Wales LGA: to ensure a regular exchange of information with the LGA and WLGA.	Material sent regularly, particularly Policy Statements, consultation responses and key Briefing Papers.	6 To liaise with LGA and WLGA as necessary.
Scottish Authorities: to liaise closely with the new group on nuclear legacy management.	Inaugural meeting attended, and information exchanged.	7 To liaise with the Scottish group and explore the scope for joint initiatives.
Key contacts: to build a contact list for key national stakeholder groups.	Contact list is in place	8 To maintain and develop key contacts as appropriate

<b>POLICY</b>		
<p><b>Aim:</b> 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.</p>		
<b>Target (April 07)</b>	<b>Progress</b>	<b>Target (Oct 08)</b>
<p>MRWS: 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.</p>	<p>A series of substantive pre-consultation inputs have been prepared and discussed with Govt/NDA (Briefing Papers 3-6). BP6 was informed by research on siting and planning commissioned from Hetherington Consulting. An overview of inputs to Govt was prepared and submitted (BP7). Preliminary comments on the Govt’s proposed implementation framework were prepared and published. Additional publications included a Policy Statement on geological disposal and BP8 on retrievability and repository design. Invited by Govt to work jointly on invitation process and information materials.</p>	<p>9 To continue to actively input to policy development and implementation strategy, including: responding to Govt consultation; joint working on invitation process and information materials; and further development of policy on key issues (eg siting and planning, community benefits and engagement)</p> <p>10 To work as appropriate with any member authority that may wish to express an interest in participating in the siting process.</p>
<p>LLW: to monitor developments, develop policy and issue briefings as necessary.</p>	<p>A Policy Statement has been prepared and published in response to new Govt policy. Liaison meetings with NDA established to discuss development of strategy and local implications. An Officer Working Group has been convened to discuss developments and advise on NuLeAF initiatives. The ED is liaising with authorities in Somerset concerning the application for a LLW disposal facility at Hinkley Point. Meeting with Magnox Electric also held. A bid has been submitted to the JRCT for funding research into public acceptability issues associated with LLW management.</p>	<p>11 To actively input to strategy development for LLW management and to advise and assist member authorities as appropriate.</p>
<p>NDA (including interim management of wastes): To develop policy and issue briefings to assist member authorities and influence development and implementation of NDA strategy.</p>	<p>Responses submitted to formal consultations on NDA Annual Plan, on its draft socio-economic policy and on arrangements for stakeholder engagement. Participation in NDA initiatives, including Site End State ‘reconciliation’ panels and stakeholder engagement reference panel. Member authorities with NDA sites encouraged to participate in review of local arrangements for stakeholder engagement. BP on outcome of SES review is in preparation.</p>	<p>12 To actively input to NDA initiatives and development of its three year business plan and strategy, and advise and assist member authorities as appropriate.</p>
<p>British Energy (target not specified for April 07)</p>	<p>Preliminary meeting held with British Energy to discuss its approach to legacy management and stakeholder engagement.</p>	<p>13 To encourage BE to engage with the appropriate local authorities and advise and assist</p>

	Agreement in principle to hold a seminar for member authorities with BE sites.	those authorities as necessary.
MoD (target not specified for April 07)	Participation in the meetings of the MoD ISOLUS Steering Group.	14 To input to strategy development for managing the radioactive wastes from laid up nuclear submarines and liaise with member authorities as appropriate.
Legacy management implications of new nuclear build: To submit response to Govt and monitor developments	BP9 prepared on Govt consultation paper, proposing response about implications for legacy management and inviting member authority views.	15 To assess the legacy management implications of developments in new build and advise member authorities as appropriate.

<b>PROMOTION AND REPRESENTATION</b>		
<p><b>Aim:</b> To maintain the profile of NuLeAF so that it continues to be the automatic first ‘port of call’ for local authorities, national stakeholder organisations and the media on issues concerning local government and nuclear legacy management.</p>		
<b>Target (April 07)</b>	<b>Progress (Oct 07)</b>	<b>Target (Oct 08)</b>
Stakeholder Meetings: to arrange or attend meetings with key national stakeholders to explain, represent or promote NuLeAF’s work	There has been a substantial increase in NuLeAF’s profile. As a result, officers have arranged or been invited to a large number of meetings on MRWS and other nuclear legacy management issues. These include: regular MRWS liaison meetings with Government and NDA; participation in the MRWS Regulatory Interface Management Meetings; MRWS meetings with the Environment Agency and separately with CoRWM; meetings with the NDA on a range of issues, including stakeholder engagement, LLW waste management, interim ILW stores and site end states; the MoD’s ISOLUS Steering Group; a meeting with British Energy; and SD:SPUR meetings.	16 To continue to arrange or attend meetings with key stakeholders to explain, represent or promote NuLeAF’s work.
Outside Events: to ensure a NuLeAF presence at key events	NuLeAF has participated in a series of workshops, including on the Government’s MRWS programme, on regulator guidance and on industry option assessments. NuLeAF officers have also made presentations at outside events, including the Waste Advisory Group of the Planning Officers Society, the ‘Sustainable Communities: Decommissioning and the Future of Sellafield and Dounreay’ Conference (Dec 06), and the North West Regional Assembly Nuclear Debate (Mar 07).	17 To continue to ensure a NuLeAF presence at key events
Parliamentary Meetings (target not specified for April 07)	Following the submission of written evidence on the Govt’s response to CoRWM, NuLeAF was invited to present oral evidence to the House of Lords Science and Technology Committee, which it did on 19 Feb 07.	18 To arrange a meeting and establish a working relationship with a group on MPs on nuclear legacy management issues.
Media: to seek coverage of NuLeAF initiatives and views in national and specialist media	Articles have appeared in specialist media, including Public Servant, the Journal of the Institute for Economic Development, and Catalyst.	19 To continue to seek coverage of NuLeAF initiatives and views in national and specialist media.
Euro initiatives: to ensure appropriate level of participation in COWAM3, CARL and EUROCLI initiatives.	NuLeAF has attended the first meeting of the COWAM in Practice (CIP) Steering Group and chaired the first meeting of the UK CIP Steering Group. Representatives attended CARL meetings in Troon and Oskarsham. The ED attended the Eurocli launch in Dunkirk and has maintained liaison with the project. Written input has been made into CARD and ARGONA projects. Representatives are attending the PAMINA workshop in October.	20 To continue to ensure an appropriate level of input into European projects, including the charring of the UK CIP stakeholder group.

<b>MEMBER AUTHORITIES</b>		
<p><i>Aim:</i> 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.</p>		
<b>Target (April 07)</b>	<b>Progress (Oct 07)</b>	<b>Target (Oct 08)</b>
Briefing papers: to review developments to identify needs/opportunities for providing briefing papers to member authorities.	Nine Briefing Papers issued since Oct 06, covering the MRWS implementation framework (6), retrievability (1), site end states (1) and the legacy management implications of new build (1). A briefing note on tritium discharges was also prepared for authorities in Dorset.	21 To review developments to identify needs/opportunities for providing briefing papers to member authorities. Possibilities include: approaches to LLW management; Magnox decommissioning; inter-site transfers of radioactive wastes; and education initiatives and resources.
Good practice: to identify and promote examples of 'good practice' in local government regarding legacy management	Activities being monitored to identify examples. Possibilities include participation in the site end state review, handling of LLW developments, preparations for participating in repository siting, preparation of socio-economic proposals and forms of local engagement.	22 To identify and promote examples of 'good practice' in local government regarding nuclear legacy management
Site Stakeholder Groups: To review questionnaire returns on effectiveness of SSGs and identify appropriate actions.	Questionnaire returns assessed and reported to SG alongside views expressed at regional seminars. NDA informed of need for a more consistent and systematic approach to engagement with local authorities. Member authorities encouraged to participate in NDA review of local engagement arrangements.	23 To continue to input to NDA review of local engagement arrangements and to advise member authorities on opportunities for effective engagement.
Regional Seminars: to run seminars on nuclear legacy management and review/action proposals for NuLeAF initiatives that emerge.	Five regional seminars held in autumn 06 providing opportunity to discuss key legacy management issues. Report published Nov 06. Output influenced policy development on key issues.	24 To organise further rounds of regional seminars in autumn 07 and 08 to encourage discussion and input from member authorities.
Conferences (target not specified for April 07)	Worked with LGA to organise conference on the MRWS process, including preparation of programme, securing speakers and promotion	25 To organise a national conference on a key aspect of nuclear legacy management if the appropriate opportunity arises
Groupings of Local Authorities (target not specified for April 07)	Participation in work of Southern District Councils initiative, looking at potential for enhanced community benefits.	26 To encourage and assist member authority initiatives and advise wider membership as appropriate.
Meetings: to meet with individual member authorities or groups of	Presentations made to the Nuclear Issues Groups of Allerdale BC, Copeland BC and Cumbria CC, to the	27 To meet with member authorities as requested.

<p>member authorities as requested.</p>	<p>Physical Environment Scrutiny Committee at Manchester City Council, and to the Norfolk Local Authorities Radiation Monitoring Group. Meetings held with officers from Sedgemoor District Council, Somerset County Council and the Isle of Anglesey Council.</p>	
<p>Research Projects: to commission research as necessary to provide an effective service to member authorities.</p>	<p>Research on siting and planning commissioned from Hetherington Consulting. A bid for funding for research on LLW management and public acceptability issues submitted.</p>	<p>28 To commission research as necessary to provide an effective service to member authorities.</p>

## 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.

<b>Target (April 07)</b>	<b>Progress</b>	<b>Target (April 07)</b>
External organisations: to secure repeat funding from current funding organisations (NDA and DEFRA)	Funding secured from NDA and DEFRA.	29 To continue to secure funding from NDA and DEFRA.
Member authorities: to increase the number of contributing authorities by raising NuLeAF's profile and promoting its services	Number of contributing authorities increased from 9 in FY 06-07 to 19 in FY 07-8 at time of writing.	30 To continue to increase the number of contributing authorities by maintaining a high profile and delivering an effective service to member authorities.
Conferences/seminars: to identify the scope for raising funds through the organisation of conferences and seminars	Decision taken to introduce a tiered fee structure for regional seminars. Scope for national conferences under review.	31 To exploit as appropriate the scope for raising funds through the organisation of conferences and seminars
Project funding: to develop funding bids for specific projects	Funding bid submitted to the Joseph Rowntree Charitable Trust	32 To identify further opportunities for submitting bids for project funding.