

NuLeAF: NUCLEAR LEGACY ADVISORY FORUM

LGA SPECIAL INTEREST GROUP ON RADIOACTIVE WASTE MANAGEMENT AND NUCLEAR DECOMMISSIONING

**Minutes of the AGM held on 23 October 2013,
NCVO, 8 All Saints Street, London**

Present:

Cllr Richard Smith MVO, Suffolk County Council (Chair)
Cllr Mark Hackett, Manchester City Council
Cllr Allan Holliday, Copeland Borough Council
Cllr Marcus Johnstone, Lancashire County Council
Cllr Andrew Nunn, Suffolk Coastal District Council
Cllr Matthew Riddle, South Gloucestershire Council
Cllr Brendan Sweeney, Barrow-in-Furness Borough Council
Peter Allen, Cumbria County Council
Doug Bamsey, Sedgemoor District Council
John Groves, Copeland Borough Council
Adrian Hurst, Hartlepool Borough Council
Louise Nurser, Lancashire County Council
Sean Morris, Manchester City Council
Clive Pink, Suffolk Coastal District Council
John Pitchford, Suffolk County Council
John Prosser, Kent County Council
Guy Robinson, Somerset County Council
Lesley Stenhouse, Essex County Council
Stewart Kemp, NuLeAF
Philip Matthews, NuLeAF
Catherine Draper, NuLeAF

		ACTION
	Apologies were received from: Christian Branch – Anglesey County Council, Cllr Elaine Woodburn – Copeland Borough Council, Cllr David Southward and Richard Griffin – Cumbria County Council, Mike Garrity – Dorset Borough Council, Paul Prowting – Hampshire County Council, Cllr Robbie Payne – Hartlepool Borough Council, Cllr Brian Jones - London Borough of Harrow, Cllr Van Coulter – Oxford City Council, Peter Day and Trevor Brown – Oxfordshire County Council, Robin Carton - Plymouth City Council, Richard Conway – Purbeck District Council, Gillian Ellis-King - South Gloucestershire Council, Rebecca Williams - West Berkshire Council.	

1	MINUTES OF THE 2012 AGM	
1.1	<p>It was noted that Guy Robinson was at the meeting and subject to that amendment the draft minutes of the 2012 AGM were agreed as a true record and would be placed on the NuLeAF website.</p> <p>There were no matters arising.</p>	CD
2	APPOINTMENT OF CHAIR AND VICE-CHAIR	
2.1	Councillor Richard Smith (Suffolk County Council) was elected unopposed as Chair.	
2.2	Cllr Mark Hackett presented a paper outlining a proposed amendment to the NuLeAF constitution which would permit the election of up to 2 Vice-Chairs. A vote was taken amongst the elected members representing contributing member authorities. The proposal was rejected 5 votes to 1.	
2.3	The election was held by secret ballot for the position of Vice-Chair. Three candidates had been nominated: Cllr Mark Hackett, Manchester City Council, Cllr Brendan Sweeney, Barrow-in-Furness Borough Council and Cllr Elaine Woodburn, Copeland District Council. Cllr Sweeney and Cllr Hackett gave a short presentation in support of their candidacy and the Chair read out a statement from Cllr Woodburn. Cllr Johnstone received the sealed voting envelopes and counted the votes. Cllr Sweeney received 4 votes and Cllrs Hackett and Woodburn 1 vote each. The Chair thanked the unsuccessful candidates for their willingness to stand and hoped that they would continue their valuable contribution to NuLeAF.	
2.4	The Chair noted that Cllr Woodburn would in future be representing Copeland Borough Council at meetings. He thanked Cllr Holliday for his support and contribution to NuLeAF over the past years.	
3	ANNUAL REPORT TO AGM	
3.1	PM introduced the report which provided an overview of organisational developments and activities since the previous AGM.	
3.2	The Chair advised the meeting that indications were that the level of membership would remain stable for the coming year and thanked the staff for their hard work and	

3.3	support. The AGM agreed that the report presented a true picture of NuLeAF developments and activities over the previous year.	
4	FINANCES AND STAFFING	
4.1	PM introduced the report which provided a financial statement for 2012-13, and projections for 13-14 and report on the prospects for future funding. The paper also included a proposal to renew the contracts for the Executive Co-Directors and Business Support Co-ordinator in 2014 for a further 2 years.	
4.2	PM advised the AGM that NDA had confirmed funding of £75,000 for 2014-15, but that unless further funding could be found NuLeAF would continue to incur a deficit, which could be met from reserves, but that this position was not sustainable in the medium to long term.	
4.3	The Chair advised the AGM that work was being undertaken to raise the profile of NuLeAF with the intention of increasing membership and articles would shortly be printed in both local government and industry publications.	
4.4	The AGM agreed: 1) the out-turn statement for 2012-13; 2) to hold the level of requested payments from contributing authorities in 2014-15 to the current rates; 3) that the Steering Group keeps efforts to secure income under review at its meetings throughout 2014-15; 4) to accept the proposed financial guidelines; 5) in principle that it wishes to continue to secure the services of Executive Co-Directors and a Business Support Co-ordinator on further two year contracts from May/July 2014 and April 2014 respectively; 6) to ask the 'employing authority' (Suffolk County Council) to offer contract extension to Philip Matthews and Stewart Kemp; and 7) to ask the 'employing authority' (Suffolk County Council) to offer a contract extension to Catherine Draper.	JP JP
5	SERVICE PLAN 2013-15	
5.1	SK presented the draft Service Plan for 2013-15. Work streams remained predominantly unchanged, but where necessary have been updated to take into account work NuLeAF is undertaking with the NDA.	

5.2	The Chair noted that NDA had scrutinised the draft work plan more closely this year.	
5.3	The AGM accepted the Service Plan as the guide for NuLeAF's work programme for 2013-15.	

	ACTION	FOR	STATUS
1.1	Post Minutes of 2012 AGM on NuLeAF following amendment of attendance list to include Guy Robinson	CD	
4.4	To ask the 'employing authority' (Suffolk County Council) to offer contract extension to Philip Matthews and Stewart Kemp.	JP	
4.4	To ask the 'employing authority' (Suffolk County Council) to offer a contract extension to Catherine Draper.	JP	