

NuLeAF: NUCLEAR LEGACY ADVISORY FORUM

**LGA SPECIAL INTEREST GROUP ON
RADIOACTIVE WASTE MANAGEMENT AND NUCLEAR
DECOMMISSIONING**

**Minutes of the AGM held on 15 October 2014,
Premier Inn Hotel, King's Cross, London**

Present:

CLlr Richard Smith MVO, Suffolk County Council (Chair)
CLlr Brendan Sweeney, Barrow-in-Furness Borough Council (Vice-Chair)
CLlr Alan Clifton-Holt, Shepway District Council
CLlr Anne Fraser, Sedgemoor District Council
CLlr Mark Hackett, Manchester City Council
CLlr Chris Morgan, West Somerset Council
CLlr Aled Morris Jones, Anglesey County Council
CLlr Andrew Nunn, Suffolk Coastal District Council
CLlr Matthew Riddle, South Gloucestershire Council
CLlr David Southward, Cumbria County Council
Doug Bamsey, Sedgemoor District Council
Richard Conway, Purbeck District Council
Gillian Ellis-King, South Gloucestershire Council
Richard Griffin, Cumbria County Council
James Holbrook, West Somerset Council
Adrian Hurst, Hartlepool Borough Council
Louise Nurser, Lancashire County Council
Sean Morris, Manchester City Council
John Pitchford, Suffolk County Council
John Prosser, Kent County Council
Osian Roberts, Anglesey County Council
Alistair Stewart, Shepway District Council
Philip Matthews, NuLeAF
Catherine Draper, NuLeAF

		ACTION
	Apologies were received from: Kevin Kerrigan – Allerdale Borough Council, Cllr Elaine Woodburn and John Groves – Copeland Borough Council, Mike Garrity – Dorset Borough Council, Lesley Stenhouse – Essex County Council, Paul Prowting – Hampshire County Council, Cllr Robbie Payne – Hartlepool Borough Council, Cllr Marcus Johnstone and Marcus Hudson – Lancashire County Council, Janet Staples – Liverpool City Council, Peter Day and Trevor Brown – Oxfordshire County Council, Alistair Stewart – Shepway District Council, Guy Robinson – Somerset County Council, Matt Meldrum - West Berkshire Council.	

1	MINUTES OF THE 2012 AGM	
1.1	The Minutes were agreed as a true record of the previous meeting and will be posted on the NuLeAF website. There were no matters arising.	CD
2	MATTERS ARISING	
2.1	There were no matters arising.	
3	APPOINTMENT OF CHAIR AND VICE-CHAIR	
3.1	Councillor Richard Smith (Suffolk County Council) was elected unopposed as Chair.	
3.2	Councillor Brendan Sweeney (Barrow-in-Furness Borough Council) was elected unopposed as Vice-Chair.	
4	ANNUAL REPORT TO AGM	
4.1	PM introduced the report which provided an overview of organisational developments and activities since the previous AGM.	
4.2	It was agreed that following publication of the meeting note for the Radioactive Waste Planning Group a link would be circulated to members.	CD
4.3	In response to a question from the Chairman, PM advised the meeting that NuLeAF was part of a bid for work funded by the European Union on stakeholder involvement in geological disposal programmes across, and that there had been an element of international work included in the bid to RWM around the Geological Disposal Facility.	
4.4	The AGM agreed that the report presented a true picture of NuLeAF developments and activities over the previous year, and the Chairman thanked the staff for their hard work.	
5	FINANCES AND FUNDING	
5.1	PM introduced the report which provided a financial statement for 2013-14, and projections for 14-15 and report on the prospects for future funding. He noted that contributing membership had held despite financial constraints.	

5.2	It was agreed that the Chair and PM would seek to discuss funding arrangements with NDA at the National Stakeholder event in Birmingham later this month.	RS/PM
5.3	The Chair clarified that the Suffolk County Council pension scheme, into which the staff are enrolled, is not required to make back payments.	
5.4	The meeting discussed how corresponding members who benefit from the work of NuLeAF could be encouraged to contribute towards funding. The Chair and Vice-Chair will consider possibilities and report back to a later meeting.	RS/BS
5.5	The Chair expressed his concerns that NuLeAF could not continue to operate a running annual deficit. He and the Vice-Chair had asked to receive the quarterly financial report produced by the secretariat.	CD
5.6	The AGM agreed: 1) the out-turn statement for 2013-14; 2) to hold the level of requested payments from contributing authorities in 2015-16 to the current rates; that the Steering Group keeps efforts to secure income under review at its meetings throughout 2015-16	
6	REVIEW OF NuLeAF MEMBERSHIP ENGAGEMENT AND MEETINGS	
6.1	PM introduced the paper which had been circulated prior to the meeting. The paper reported back on the outcome of a number of telephone surveys which the secretariat had carried out with officer from contributing member authorities whose elected members do not attend meetings. It also included a number of questions regarding the format and content of NuLeAF meetings to act as stimulus for discussion at the meeting.	
6.2	The Chair asked all those attending to speak briefly on the questions posed. The points highlighted were: <i>Information provision</i>	
6.2.1	Written material of good quality, covering a wide range of topics.	
6.2.2	Some form of materials specifically tailored for those new to the topic would be beneficial.	
6.2.3	Seems to be a repetition in the papers produced, though little change in content.	
6.2.4	Complex language and heavy use of acronyms can make comprehension difficult for those new to the area of work.	

- 6.2.5 More briefing material to help inform members and officers would be beneficial, but recognise need for resources to do this.
- 6.2.6 Website and other information produced clear and concise. They provide information which cannot easily be found elsewhere.
- 6.2.7 Member authorities should disseminate information from NuLeAF more widely amongst their staff and partner organisations.
- 6.2.8 More materials which could be used to educate and inform would be useful.
- 6.2.9 The provision of draft consultation responses is hugely beneficial in saving officer time. The same applies to the support and guidance given by the RWPG in developing radioactive waste policy.

Meetings

- 6.2.10 Good speakers, coming from senior positions in the organisations they represent.
- 6.2.11 It is helpful for meetings to be close to mainline train station.
- 6.2.12 It would be helpful if elected members could send substitutes.
- 6.2.13 Approach member authorities to use their meeting rooms if practicable.
- 6.2.14 Fewer meetings may help elected members attend.
- 6.2.15 The ability to teleconference would help those authorities who find it difficult to travel to meetings.
- 6.2.16 Helpful to know who is attending meetings in advance.
- 6.2.17 Elected members struggle to attend all the meetings to which they are invited and have to prioritise. They need to understand the value in attending NuLeAF meetings.

Membership

- 6.2.18 At present NuLeAF only deals with NDA/RSRL sites, not EDF. This could be a barrier to engagement with members and officers from those sites.
- 6.2.19 Need to raise profile with non-contributing members
- 6.2.20 Difficult to encourage officers and members to attend meetings from local authorities who don't see themselves as affected by nuclear issues.
- 6.2.21 A small fee for corresponding members to recognise the benefit they receive from NuLeAF might be useful.

General

- 6.2.22 The organisation has a good and growing reputation.
- 6.2.23 Rely on secretariat to provide expertise as officers don't have the time to become experts themselves.
- 6.2.24 Look at broadening work areas beyond nuclear licensed sites to include waste transportation and public health issues.
- 6.2.25 Struggle in making organisations change their behaviour. They do not always follow assurances through. Need to

6.2.26	think how NuLeAF can ensure promises are followed through.	
6.2.27	Site visits are beneficial – actually see the issues which need to be addressed.	
6.2.28	NuLeAF members and officers have a lot of experience and that is a useful resource which should be made available in some way.	
6.2.29	Information on UK and EU strategy is helpful	
6.2.30	Need to be more vocal with NDA	
6.2.31	The previous Executive Director (ED), Fred Barker, was known for his expertise and he was invited to meetings in his own right, rather than as NuLeAF ED. NuLeAF needs to establish its own worth with industry.	
6.2.32	NuLeAF provides an efficient way of keeping oneself informed about issues and developments.	
6.3	The geographic range of local authorities who participate in NuLeAF is beneficial.	
6.3	The Chair thanked the members for their input. He, the Vice-Chair and NuLeAF officers would consider their comments and how they could be used to develop NuLeAF in the future.	RS/BS PM/CD
7	SERVICE PLAN 2014-16	
6.1	PM presented the draft Service Plan for 2014-16.	
6.2	The AGM accepted the Service Plan as the guide for NuLeAF's work programme for 2014-16.	

	ACTION	FOR	STATUS
1.1	Post minutes of previous meeting on the website	CD	Done
4.2	Circulate link to RWPG meeting note following publication on website	CD	Done
5.2	Seek a meeting with NDA to discuss NuLeAF funding	RS/PM	Done
5.4	Consider how corresponding members could be encouraged to contribute financially to support NuLeAF	RS/BS/ PM	In hand
5.5	Copy Chair and Vice-Chair into quarterly financial report	CD	Done
6.3	Consider points made by members and how they can be used to shape NuLeAF's work.	RS/BS PM/CD	Done