



NuLeAF Service Plan

April 2017 – March 2018

Introduction

NuLeAF (the Nuclear Legacy Advisory Forum) is a Special Interest Group of the Local Government Association. We represent and support local authorities in England and Wales in dealing with nuclear waste and legacy issues. We:

- provide a mechanism to identify, where possible, a common local government viewpoint on nuclear legacy management issues;
- represent that viewpoint, or the range of views of our member authorities, in discussion with national bodies, including Government, the NDA, RWM and the regulators;
- seek to influence policy and strategy for nuclear legacy management in the interests of affected communities; and
- develop the capacity of member authorities to engage with nuclear legacy management at a local level.

Recent years have seen the closure of many of the UK's nuclear stations, with the rest of the current generation due to close within the next 25 years. Decommissioning and clean-up will cost many billions of pounds, take many decades and have significant impacts across the country. Local authorities and communities are affected by nuclear legacy and waste in a number of ways and have to be at the heart of all decision making around these issues.

All this requires that the voice of local authorities is clearly heard in the development of nuclear waste and legacy strategy, policy and practice. The capacity of local authorities to address these issues, and their awareness of national policy decisions, needs to be enhanced. NuLeAF's role is to support and facilitate this.

This Service Plan is NuLeAF's work programme. It sets out the tasks NuLeAF will undertake and how success in NuLeAF programme delivery will be measured. All our work is intended to help achieve an overall Outcome, namely:

'That policy, strategy and practice for all nuclear waste and legacy issues has the interests of local authorities as a central concern, leading to the best possible outcomes for the communities they serve.'

To help meet this Outcome, we will:

- Work with NDA to ensure that their review of stakeholder engagement leads to better and more effective engagement between local authorities and NDA, Sellafield, Magnox, LLWR and the wider nuclear industry
- In partnership with NDA, develop an enhanced approach to socio-economic support for NDA sites, including support for a 'stakeholder summit', to be held in autumn 2017
- Contribute to the development of the NDA's Radioactive Waste Strategy and to on-going work in delivering Strategy III, along with the BEIS review of radioactive waste infrastructure and policy
- Engage with and advise NDA, BEIS and regulators on the on-going work on Proportionate Regulatory Controls (PRC) and associated guidance, ensuring that new arrangements best serve the needs of local authorities and communities
- Help deliver an effective Geological Disposal Facility (GDF) framework for communities, land use planning and geology, that better enables local authorities to enter and progress within the process if they so wish
- Raise awareness among local authorities of the GDF siting process and respond to any questions and concerns they may have, in the lead up to its anticipated launch in late 2017; and support and advise any local authority or community entering into the GDF siting process itself
- Monitor revisions of local policies for radioactive waste management and encourage consistency between policies for radioactive waste management within local development waste plans; and advise local authorities on developments in the national framework for radioactive waste and their implications.

For each work stream the tasks we will undertake in 2017/18 are set out in detail, along with the indicators we will use to measure our performance in terms of outputs and outcomes. We will report against these indicators annually.

Who we are

NuLeAF is formally established as a Special Interest Group of the Local Government Association. We are directly supported by over 100 local authorities and national park authorities and also represent the wider interests of all local authorities across England and Wales on behalf of the Local Government Association. NuLeAF's remit encompasses all aspects of the management of the UK's nuclear waste legacy. This includes the implications for legacy management of any developments that are likely to impact on that management. NuLeAF's terms of reference, constitution, and current membership can be found at www.nuleaf.org.uk.

Priority Actions

NuLeAF is an independent organisation. Our Service Plan is designed to serve the needs of our members and of the wider local government family. In addition to funding from our members, we receive financial support from NDA and RWM, something that is essential to our operation. However, as set out in our constitution any agreement between NuLeAF and external funders *'shall not constrain or be regarded as exerting influence on the viewpoints reached by NuLeAF.'*

The work of NuLeAF helps NDA and RWM comply with engagement and socio-economic requirements under the Energy Act 2004. By acting as a common voice for local government, and building the capacity of individual councils, we also assist the delivery of NDA's and RWM's wider objectives. Our meetings and events offer NDA and RWM a ready-made local government forum for discussion and review of policy, strategy, proposals and approaches, something will benefit both organisations financially as well as in delivery of their mission.

All our work in 2017/18 will support local authority capacity and the NDA and RWM mission, but some elements have a specific focus.

For RWM funded activity

- Support and advise on the finalisation of the framework for work with communities, and for geology and land use planning, in relation to the Geological Disposal Facility (GDF) siting process.
- Help build awareness of the GDF siting process proposals among our members and wider local government audience, particularly in terms of the economic development opportunities, in the lead up to the planned launch in late 2017.
- Advise RWM on engagement with local government and help them to prepare for the launch and the management of relationships with individual local siting partnerships
- Advise and assist local authorities choosing to enter the siting process after its expected launch in late 2017.

For NDA funded activity

- Engage with and advise NDA on proposals for the revision of the approach to stakeholder engagement, with the aim of ensuring the new approach is more effective for local authorities and in particular their planning and socio-economic functions
- In partnership with NDA, develop an enhanced approach to socio-economic support for NDA sites, including a stakeholder summit, to be held in autumn 2017
- Work with and advise the regulators, BEIS and NDA on Proportionate Regulatory Controls (PRC) and related guidance and pilot work with the aim of ensuring that new arrangements best serve the needs of local authorities and communities.
- Contribute to the development of the Radioactive Waste Strategy to on-going work in delivering Strategy III.
- Monitor revisions of local policies for radioactive waste management and encouraging consistency between policies for radioactive waste management within local development waste plans; and advise local authorities on developments in the national framework for radioactive waste and their implications.

For member funded activity

- Continue to build understanding of nuclear decommissioning among member local authorities through our programme of events and our communications, enabling them to better engage on these issues.
- Co-ordinate and prepare detailed and informed responses to all relevant consultations undertaken by the UK and Welsh Government, NDA, RWM, regulators and others.
- Encourage best practice in radioactive waste planning policy.
- Continue to press the case for the maximum socio-economic benefits, and appropriate community investment, for communities affected by nuclear decommissioning and waste management.
- Work with New Nuclear Local Authorities Group to explore the legacy waste implications of nuclear new build.
- Continue discussions with EDF Energy on engagement with local authorities as their sites reach the end of their operational life, and explore the potential for closer engagement with Sellafield, Magnox, the Nuclear Industry Association and the wider private sector.

The full list of actions is set out in the Work Programme below.

Work Programme 2017-2018

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
WORK IN SUPPORT OF NDA MISSION (39%)			
NDA STRATEGY & OPERATIONS			
Objective: 1. Identify key issues for members resulting from NDA Strategy implementation including Parent Body Organisation competitions, community benefits, and waste storage consolidation proposals. (10%)			
<p>On behalf of the membership, play an active role in the in the Integrated Waste Management (IWM), Critical Enablers (CE) and Site Decommissioning and Remediation (SDR) Theme Overview Groups (TOGs); also liaise with the Nuclear Materials/Spent Nuclear Fuel Theme Overview Group as appropriate. Engage through other means available to represent the interests of Local Authorities.</p> <p>Participate in NDA stakeholder events & report back to members.</p> <p>Oversee how the recently revised Value Framework is applied in determining preferred options for decommissioning and radioactive waste management.</p>	<p>Attend at least 80% of meetings of the Integrated Waste Management, Critical Enablers and Site Decommissioning and Remediation Theme Overview Groups</p> <p>Participate in update briefings on the Nuclear Materials/Spent Nuclear Fuel Theme Overview Group as appropriate.</p> <p>Regularly report to Steering Group on the Theme Overview Group meetings and the wider work of the NDA.</p> <p>Attend all relevant NDA Stakeholder events and report back to members.</p> <p>Continue to engage with NDA to understand and communicate how the Value Framework informs NDA strategy implementation.</p>	<p>That NuLeAF member authorities have a high degree of awareness and understanding of NDA strategy, the work of the Theme Overview Groups, and of Strategy implementation.</p> <p>That individual member authorities submit their own responses to consultations and use NuLeAF consultation responses, reports and guidance to help inform these consultations as appropriate.</p>	<p>The Theme Overview Group meetings are an important means for NuLeAF (and thus local authorities) to gain a clear understanding of the current and future work of the NDA in developing strategy and on:</p> <ul style="list-style-type: none"> • Site decommissioning and remediation • Storage and disposal of waste • Community benefits and investment • Wider socio-economic issues • Environmental protection

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 2. Engage with the delivery of NDA Strategy III and the NDA Business Plan and encourage maximum consultation with NDA site host communities. (3%)			
<p>Engagement will include:</p> <ul style="list-style-type: none"> • Feeding back to Steering Group and RWPG on matters related to NDA Strategy • Attending the Critical Enablers, Integrated Waste Management and Site Decommissioning and Remediation Theme Overview Group (TOG) meetings and raising NuLeAF member concerns & comments on the Strategy, Business Plan and associated activities • Respond to the consultation on the NDA Business Plan 2018-21, expected early 2018. 	<p>Updates on NDA Strategy and related matters to be a standing item for reporting to Steering Group and RWPG.</p> <p>Submit response to NDA Business Plan 2018-21.</p>	<p>That the work of the NDA, as set out in Strategy III and the NDA Business Plan, is informed by the concerns of local government and communities, and any issues are raised and addressed within the TOGs or other fora as appropriate.</p>	<p>Strategy III sets the strategic direction of the NDA over the next 5 years. It was published in April 2016.</p> <p>An NDA Business Plan for 2017-20 was consulted on and published in April 2017. A Business Plan for 2018-21 is expected to be out for consultation in early 2018.</p>
Objective 3. Advise on the development of the NDA's Radioactive Waste Strategy and the BEIS review of radioactive waste infrastructure and policy, and encourage maximum consultation with NDA site host communities. (4%)			
<p>Engage through Theme Overview Groups and other meetings to represent local government views on the Radioactive Waste Strategy and to feed back to members.</p> <p>Provided a detailed response to the expected consultation on the Radioactive Waste Strategy, informed by the views of NuLeAF members.</p>	<p>Submission of Radioactive Waste Strategy consultation response.</p> <p>Submission of response to the SEA of the Radioactive Waste Strategy.</p> <p>Host an engagement event on the Radioactive Waste Strategy as part of Steering Group and/or RWPG meetings.</p>	<p>That the Radioactive Waste Strategy is aligned with the needs of local authorities and communities.</p>	<p>NuLeAF has long argued for the development of an Integrated Radioactive Waste Strategy to ensure a balanced and integrated approach to waste management across both HAW and LLW, allowing proper consideration of the various options for waste management including for boundary wastes.</p>

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<p>Invite NDA to present to the NuLeAF Steering Group on the Radioactive Strategy and use the Steering Group and RWPG to discuss and review progress with the development of Strategy.</p> <p>Participate in the Integrated Waste Management (IWM) Forum hosted by BEIS and contribute to the reviews of radioactive waste management policy and infrastructure.</p>	<p>NuLeAF Executive Director to participate in meetings of the IWM Forum and respond to all consultations related to the review of radioactive waste policy and infrastructure.</p>		
<p>Objective 4. Work with NDA to shape their proposed review of stakeholder engagement (5%)</p>			
<p>In early 2017 the NDA wishes to hold a dialogue with stakeholders to help inform these plans. NuLeAF, through its Steering Group and Radioactive Waste Planning Group (RWPG), can offer a ready-made forum that covers NDA sites and connects with the political leadership and senior staff involved in socio-economics and planning, something that the SSGs cannot.</p> <p>NuLeAF's Steering Group is due to meet in Manchester on March 15th 2017, while the RWPG will meet in London on the 24th January. Both these meetings could</p>	<p>As appropriate, use the Steering Group and RWPG as for a for NDA to discuss plans for changes to stakeholder engagement and ascertain the views of local authorities.</p> <p>Informed by NuLeAF members, provide a detailed response to the expected consultation on proposals for changes to NDA stakeholder engagement.</p> <p>Once plans for future engagement are agreed, NuLeAF and NDA to prepare a timetable of engagement opportunities and joint events for the year ahead, to</p>	<p>That new engagement arrangements better meet the needs of local authorities and ensure that discussion is undertaken with all appropriate functions within local authorities, particularly: senior Elected Members, and economic development, skills and planning officers.</p>	<p>The NDA Strategy III, published in March 2016, sets out the organisation's aims, objectives and planned work in the next 5 years. One crucial issue that the Strategy highlighted was a need to reform current engagement with local authorities and communities.</p> <p>Sites are at different stages of the decommissioning journey and thus require different levels and types of engagement. As sites enter quiescence then it will be more important for NDA to engage directly with economic development and planning</p>

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<p>provide an opportunity for NDA to explore with local authorities how best to meet their engagement needs in future.</p> <p>Once the new NDA engagement plans are finalised, NuLeAF and NDA to work together to develop a timetable of engagement opportunities over the coming year, for example on the developing Radioactive Waste Strategy.</p>	<p>be updated and reviewed as appropriate.</p> <p>NuLeAF to meet with NDA at least 6 times per annum to review engagement, as part of wider scheduled meetings between NuLeAF, NDA, RWM and BEIS.</p>		<p>functions within councils.</p> <p>The continuing severe constraints on the finances of local authorities also means that they have less staff capacity to engage on decommissioning, and less funding to attend meetings. As NuLeAF's member survey indicated, local authorities find the role that NuLeAF plays as being increasingly useful, providing support that is no longer possible to fund internally.</p> <p>NuLeAF's meetings also provide a forum for engagement with the SLCs, with Sellafield, Magnox and LLWR all of whom provide regular updates to NuLeAF. Combined discussions and round table opportunities are therefore possible.</p>
<p>Objective 5. Provide a forum for engagement between NDA and local authorities on socio-economics (4%)</p>			
<p>Work with NDA to assist in hosting a 'stakeholder summit' in autumn 2017. This will be a large gathering involving local authorities, SSGs and the supply chain and will focus on socio-economic issues and skills. The timing could be linked to a NuLeAF Steering Group meeting</p>	<p>Stakeholder summit delivered with at least 8 local authorities covering NDA sites in attendance.</p> <p>If agreed between NuLeAF and NDA, local authority site visit to Chapelcross organised.</p> <p>As appropriate, use the Steering</p>	<p>That socio-economic support for communities is based on effective dialogue between local authorities, Sellafield, SLCs and the NDA, leading to the best possible outcomes.</p>	<p>Under the Energy Act 2004, NDA has a core requirement to ensure its work impacts positively on the socio-economic condition of communities. Also of importance is the Public Services (Social Value) Act 2012 which requires all public authorities to have regard to economic, social and</p>

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<p>the previous or following day to ensure a good attendance among elected members and council officials.</p> <p>Explore the potential for a local authority/SLC site visit to Chapelcross held in conjunction with the stakeholder summit, to view the work underway in supporting the local economy as the site is decommissioned. Provide a forum for discussion & comment on NDA site specific socio-economic strategies as they develop; and advise NDA on the development of associated information and presentation materials.</p> <p>Host a discussion on skills development between NDA and NuLeAF members at a NuLeAF Steering Group.</p> <p>Work with NDA to identify how best to engage the wider local government community on issues of mutual interest. Possibilities for a for engagement include the LGA Economy, Transport, Environment and Housing 'Superboard'; the County Council and District Council Networks; and the Local</p>	<p>Group and RWPG as fora for NDA to discuss and review site-specific socio-economic strategies and wider socio-economic and skills issues, as part of an agreed programme of engagement.</p>		<p>environmental well-being.</p> <p>Driven by this requirement and by previous work, NDA is developing site specific socio-economic strategies. Work is also underway in considering how the NDA can ensure the future availability of workers with all necessary skills to deliver the NDA mission and its commitment to the maintenance of sustainable communities.</p> <p>NuLeAF provides a forum for NDA to speak with Council leaders and senior officers, for example by hosting a discussion session on the skills needs of nuclear communities and how councils can assist NDA in skills development.</p>

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<p>Enterprise Partnership Network.</p> <p>Engage with the Parent Body Organisation for Magnox to represent NuLeAF member concerns on socio-economic issues and the provision of community investment.</p> <p>Continue to represent member interests with NDA in respect of the new arrangements for Sellafield.</p>	<p>Invitation offered to Magnox to present to Steering Group on this issue and respond to member concerns.</p> <p>Invitation to Sellafield Chair or Director to speak to NuLeAF Steering Group.</p>		
<p>Objective 6. Engage with and advise NDA, BEIS and the regulators on the review of institutional controls. (4%)</p>			
<p>Use the Steering Group and Radioactive Waste Planning Group to discuss and advise NDA and the regulators on the potential for the planning system to be employed to oversee nuclear licensed sites and manage any residual contamination.</p> <p>NuLeAF to attend the Site Decommissioning and Remediation (SDR) TOG meetings and feed into discussions on this issue.</p> <p>NuLeAF will work with Magnox and NDA to organise a site visit for NuLeAF members to Trawsfynydd to understand the</p>	<p>NuLeAF to host discussion between the regulators and both Steering Group and the Radioactive Waste Planning Group on this issue as appropriate.</p> <p>NuLeAF to attend at least 80% of Site Decommissioning and Remediation (SDR) TOG meetings.</p> <p>Site visit to Trawsfynydd for NuLeAF members organised.</p>	<p>Through drawing on the expertise of member authorities, and in particular the Radioactive Waste Planning Group, ensure that:</p> <ul style="list-style-type: none"> NuLeAF members have clarity on what is proposed by NDA and regulators in this regard and its implications for local government NDA and regulators have clarity on current planning legislation and practice and the implications of this for any proposed change in control and oversight of nuclear licensed sites. 	<p>NuLeAF has been working closely with BEIS, the NDA and the environment agencies to advise on proposed reforms to institutional controls on nuclear licensed sites. Of particular value in this has been the role of our Radioactive Waste Planning Group (RWPG), which provides an expert forum for discussion of the planning implications of changes to controls, and an advisory group on the technical challenges of, for example, using Section 106 agreements to control sites after the license has been surrendered.</p> <p>Work on the PRC, and the associated work on Guidance</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>'Lead and Learn' process and its relation to the wider work on PRC and the GRR.</p>			<p>(GRR) will continue over 2017 and 2018, leading to the likely placing of legislation before Parliament in 2019. The role of the RWPG will continue to be crucial as this work progresses.</p>
<p>RADIOACTIVE WASTE MANAGEMENT</p>			
<p>Objective 7. Hold an annual meeting between Low Level Waste Repository Ltd, the industry and local authorities to discuss plans for disposal of Very Low Level Waste/Low-Activity Low Level Waste (VLLW/LALLW) and explore issues of concern. Continue to encourage VLLW/LALLW management in line with the requirements for community engagement set out in Low Level Waste Policy and Strategy & NDA Strategy. (5%)</p>			
<p>Work with Low Level Waste Repository Ltd to host an annual meeting between Low Level Waste Repository Ltd, the industry and local authorities in late 2017/18. NuLeAF to act as co-ordinator for local authority participation.</p> <p>Assess the impact of the revised Low Level Waste Strategy and raise any concerns with NDA and BEIS as appropriate.</p> <p>Report on developments in LLW to Steering Group and RWPG meetings.</p> <p>NuLeAF to attend meetings of the LLW Delivery Overview Group (DoG) and regulators group; and other meetings as appropriate.</p>	<p>Meeting with LLWR and industry held and reported on.</p> <p>Attend at least 80% of LLW engagement meetings convened by NDA or LLWR.</p> <p>Regular updates on LLW provided to Steering Group and RWPG meetings.</p>	<p>That these actions leads to confidence among NuLeAF members, Low Level Waste Repository Ltd and the supply chain that engagement is in line with commitments in the NDA Strategy and an understanding of the issues of all parties involved.</p> <p>This is to be assessed through the bi-annual survey of members and feedback from Steering Group meetings.</p>	<p>Some NuLeAF members have expressed concern that engagement on Very Low Level Waste/Low-Activity Low Level Waste was not in line with the stated aims of the Low Level Waste Strategy. In response NuLeAF undertook research for Low Level Waste Repository Ltd which proposed actions to address this problem, including the annual meeting.</p> <p>A revised LLW Strategy was launched in February 2016. It will be important to monitor the implementation of this and its impacts on members.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 8. Continue to advise planning authorities in the development of policies for higher activity waste (HAW) storage and/or disposal. Continue to advise Dept. of Business, Energy and Industrial Strategy, Department of Communities and Local Government (DCLG), NDA, RWM and regulators in the delivery of Government policy for Higher Activity Waste locally. (2%)			
<p>NuLeAF will monitor all revisions of local development and waste plans and regularly update a record of the policies on radioactive waste management in all relevant local plans.</p> <p>NuLeAF will submit consultation responses to all relevant local and waste plan revisions as appropriate and support members in preparing their own consultation responses.</p> <p>As noted above, NuLeAF will submit a response to the Integrated Waste Management Strategy consultation and participate in engagement events as appropriate.</p>	<p>Consultation responses to all relevant local and waste plan revisions submitted.</p> <p>Annual update of record of the policies on radioactive waste in all relevant local plans completed.</p> <p>Consultation response to Integrated Waste Management Strategy consultation submitted. Engagement in related events as appropriate.</p>	<p>Local development and waste plans will have clear policies on radioactive waste, benefitting local authorities, communities, Government, the NDA and RWM.</p> <p>RWM will be properly informed about the potential changes in the planning arena and their implications to the GDF siting process.</p>	

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 9. Monitor revisions of local policies for radioactive waste management and encourage consistency between policies for radioactive waste management within local development waste plans. (2%)			
<p>NuLeAF will monitor all revisions of local development and waste plans and regularly update a record of the policies on radioactive waste management in all relevant local plans.</p> <p>NuLeAF will submit consultation responses to all relevant local and waste plan revisions as appropriate and support members in preparing their own consultation responses.</p> <p>The Radioactive Waste Planning Group will be used as a forum for local planners to update and discuss their local plans and discuss related issues such as the Duty to Co-operate.</p> <p>NuLeAF will continue to press BEIS, Defra and DCLG for a more integrated approach to radioactive waste management in terms of national policy.</p>	<p>Response made to consultations on all major revisions to local plans and wastes plans that cover areas hosting an NDA site.</p> <p>Completion of annual update of record of the policies on radioactive waste in all relevant local plans.</p>	<p>That over time all local authorities with NDA sites establish clear policies on radioactive waste management within their local and waste plans.</p> <p>That over time there is greater understanding of the implications of the Duty to Co-operate for radioactive waste management across all affected local authorities.</p>	<p>Ensuring that local plans have clear policies on nuclear sites and the management of radioactive waste will prove useful to both local authorities and the NDA.</p> <p>This work is also very relevant current work on Proportionate Regulatory Controls (PRC) and the implications that might have for the use of planning controls to help manage nuclear licensed sites.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
WORK IN SUPPORT OF RWM MISSION (39%)			
GEOLOGICAL DISPOSAL FACILITY SITING			
Objective 10. Maintain regular dialogue with RWM and Dept. of Business, Energy and Industrial Strategy to take the Geological Disposal Facility siting process beyond its planned launch in late 2017. (3%)			
<p>Hold regular meetings with RWM, NDA and Dept. of Business, Energy & Industrial Strategy to exchange information and identify how best to build the awareness and capacity of local government around the Geological Disposal Facility siting process, and to support any local authorities that enter into the siting process after its launch in late 2017.</p> <p>Outwith formal meetings, maintain clear communication channels between NuLeAF and RWM. NuLeAF to alert RWM to any issues or concerns that local authorities have in the run up to and following the launch of the GDF siting process.</p> <p>Regular reporting and discussion of developments in the Geological Disposal Facility siting process at NuLeAF Steering Group and Radioactive Waste Planning Group meetings.</p>	<p>At least 6 phone or face to face meetings with Dept. of Business, Energy & Industrial Strategy (BEIS), RWM and NDA.</p> <p>Regular discussion with RWM (either face to face or by phone).</p> <p>Geological Disposal Facility siting process to be a standing item on the agenda of all NuLeAF Steering Group and Radioactive Waste Planning Group meetings.</p>	<p>All parties will be fully informed as to the issues relevant to local authority audiences, and how best to articulate and present the GDF to those audiences.</p> <p>RWM has a clear understanding of any issues that may affect the delivery of the GDF siting process.</p>	<p>The development of a new Geological Disposal Facility siting process is an issue of central importance to NuLeAF and local authorities. A regular exchange of information between Dept. of Business, Energy & Industrial Strategy, RWM and NuLeAF is therefore vital. NuLeAF will seek to highlight issues of concern to local government and also act as a conduit back to local authorities, raising their awareness of the developing framework and preparing them for the launch of the new siting process in late 2017.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 11. Build awareness of the Geological Disposal Facility and the potential for local government to become involved in the new siting process, to be launched in 2017. (2%)			
<p>NuLeAF to:</p> <ul style="list-style-type: none"> • Provide an overview of key contacts for RWM within the LGA and Welsh LGA • Engage with the Local Government Association as appropriate, for example through the Local Government Association Board on Economy, Transport, Environment and Housing or by dialogue with key officers, to ensure awareness of the GDF and support for NuLeAF's work with the wider Local Government Association. • Place an article on the Geological Disposal Facility siting process in Local Government First (Local Government Association magazine). Respond to any feedback as appropriate. • Support RWM engagement with the Society of Local Authority Chief Executives, the Local Enterprise Partnership Network and Association of Directors of Environment, Economy, 	<p>Direct communication with the Local Government Association Board on Economy, Transport, Environment and Housing.</p> <p>At least one meeting with the LGA officers covering nuclear and energy issues, and potentially with others with an economic development or infrastructure brief.</p> <p>Article on GDF published in LG First magazine.</p> <p>Other outputs:</p> <ul style="list-style-type: none"> • Feedback to RWM from NuLeAF Steering Group meetings • Report to RWM and BEIS on relevant communication / discussions within the Local Government Association • Identification of further opportunities to support RWM at the 2017 LGA conference and in planned engagement with SOLACE, the LEP network and ADEPT. 	<p>Working with partners, NuLeAF will help reach out beyond its own direct membership to heighten awareness of the GDF process with local authorities and senior managers.</p> <p>We will continue to advise on the framework for the Geological Disposal Facility siting process to ensure it meets the needs of Government, RWM and local authorities, ensuring:</p> <ul style="list-style-type: none"> • Local authority awareness of the potential opportunities presented by entering into the Geological Disposal Facility siting process is as high as possible. • Barriers and concerns among local authorities about participating in the siting process are removed or reduces as far as possible. • The highest possible level of involvement of local communities in the GDF siting process once launched and the minimum amount of withdrawals of communities that do enter. 	<p>NuLeAF opened a dialogue with the previous LGA Chief Executive during 2015/16 and has continued a dialogue with the Chair of the LGA Economy, Transport, Environment and Housing Board and with relevant officers during 2016/17.</p> <p>Looking forward, 2017/18 will be crucial in finalising the framework for community engagement in the GDF process and in supporting those local authorities and communities that chose to enter the process. NuLeAF has an important role in assisting in engagement and acting as a conduit with the wider local government network. We can also support RWM engagement with the Society of Local Authority Chief Executives, the Local Enterprise Partnership Network and Association of Directors of Environment, Economy, Planning & Transport as necessary.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>Planning & Transport as necessary.</p> <ul style="list-style-type: none"> RWM plan to have an exhibition stand at the 2017 Local Government Association Conference in Birmingham. NuLeAF will support RWM as appropriate and help facilitate meetings between RWM and local authorities if required. NuLeAF to advise RWM who the key influencers are within local authorities and work with RWM to develop a proposal for work by a third party to build a database of contacts within local authorities. This will ensure that RWM's contact centre is able to direct those contacting it to the correct person within their local council; and is able to engage directly with local authorities and provide them with an information pack ahead of launch. 	<ul style="list-style-type: none"> Third party recruited and database of relevant local authority contacts delivered. 		

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 12. Support and advise on the developing framework for working with communities, geology and land use planning aspects of the GDF as they evolve and are then launched during 2017/18 (10%)			
<p>1. Work on communities Build the capacity and awareness of local authorities to engage in the planned consultation on the community aspects of the GDF process.</p> <p>Engage with the Welsh Government in the development of its GDF siting process and advise them as appropriate.</p> <p>2. Geology NuLeAF, and in particular the RWPG, to provide scrutiny of the BGS outputs to ensure they are of use to planners, and more widely of use to local authorities and communities.</p> <p>3. Land use planning NuLeAF, and in particular the Radioactive Waste Planning Group, to engage with and advise work on land use planning as appropriate and encourage local authorities to respond to the planned consultation on the NSIP process for the GDF.</p> <p>NuLeAF to engage with the advisory group for the NSIP</p>	<p>At least 3 NuLeAF member local authorities submit their own responses to the GDF communities' consultation, drawing on the NuLeAF submission as appropriate.</p> <p>Reporting and discussion of developments in the Geological Disposal Facility siting process to continue to be a standing item on the agenda of all NuLeAF Steering Group and Radioactive Waste Planning Group meetings.</p> <p>NuLeAF to host workshops and discussions on the geology aspects of the GDF if requested by RWM.</p> <p>At least 3 NuLeAF member local authorities to submit their own responses to the consultation on the NSIP process, drawing on the NuLeAF submission as appropriate.</p> <p>NuLeAF to represent the Local Government Association on workshops and engagement on the Assessment of Sustainability (AoS) and Habitat Regulation</p>	<p>This is a specific objective that develops from objective 9 above.</p> <p>Together, the actions will allow local authorities to be well placed to be informed and have the ability to influence the initial actions that are being progressed through 2017.</p> <p>In successfully fulfilling this objective, local authorities will not only be well informed about the initial actions, but will also have the ability to influence the outputs.</p> <p>This will mean that they have a greater ownership of the process and more likely to be supportive.</p>	<p>Early 2017 will see an intense period of activity in the development of the GDF framework, with formal consultations on the communities and planning aspects of the proposals, and on-going work in the development of geological information.</p> <p>We will respond to all relevant consultations. We will also provide, through our Steering Group and RWPG, bespoke groups to engage with government and RWM.</p> <p>In parallel, we will continue to meet with BEIS, RWM and NDA, highlighting issues or concerns from members, and to advise RWM on its 'organisational readiness' for the formal launch of the GDF process.</p> <p>Finally, we will work with the Welsh Government in developing its framework for geological disposal.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
process and the associated Appraisal of Sustainability as required.	Assessment (HRA) for the Geological Disposal Facility		
Objective 13. Advise RWM on the development of communication materials and resources around the GDF process (5%)			
Assist RWM in the preparation and testing of planned materials for local authorities, including the detailed and fact based document setting out a wide range of information for any community entering the siting process.	<p>NuLeAF to participate in, and source other potential members of a 'testing' group to advise RWM on content, tone and structure of any materials developed for councils.</p> <p>NuLeAF to use its Steering Group as a sounding board for the testing of materials as they develop.</p>	<p>RWM will have communication materials that are 'fit for purpose' and address the local authority needs. In this way the local authority leaders and chief executives are most likely to read and absorb the contents of such material.</p> <p>This is likely to lead to greater ownership and improved likelihood of some local authorities wanting to host a GDF.</p> <p>Material could be jointly badged as LGA and RWM. This again is more likely to lead to these materials being read by the leaders and chief executives.</p>	<p>It is important that all relevant materials produced by RWM are properly tailored to a local government audience, using the correct language and highlighting the issues of most interest and importance to councils. NuLeAF has the expertise to advise on this.</p> <p>If NuLeAF are to convene a panel and use this group to progress the development of a brochure, then additional funding will be required.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 14. Maintain and develop online resources on the Geological Disposal Facility for local government (2%)			
<p>Maintain a NuLeAF LinkedIn group and Twitter feed to provide regular information on the Geological Disposal Facility process and progress with decommissioning and waste management.</p> <p>Maintain the information resource on the Geological Disposal Facility on the Local Government Association's Knowledge Hub and update it as required.</p> <p>NuLeAF's website to provide information on Briefings on the GDF process as appropriate.</p>	<p>LinkedIn and Twitter feed used to provide regular updates on developments in the Geological Disposal Facility process.</p> <p>LGA Knowledge Hub pages available online and regularly updated.</p> <p>A new Briefing on the GDF siting process to be published in late 2017, following launch. Other briefings as appropriate.</p>	<p>Being led by requirements of local authority staff, both elected and officers, the LGA Knowledge Hub will have relevant and up-to-date information.</p> <p>That NuLeAF members and others within local authorities are kept informed on the GDF siting framework as it develops and on the scope for becoming involved in the siting process following its launch in 2017.</p>	<p>NuLeAF operates a successful LinkedIn group providing regular updates to around 50 members.</p> <p>The Local Government Association Knowledge Hub is the UK's largest platform for Elected Members and staff to share knowledge, discuss issues and develop initiatives, with 180,000 members. NuLeAF has developed a bespoke online information resource on the Geological Disposal Facility for the Hub which would be backed by the factsheets and briefing paper previously mentioned.</p>
Objective 15. Advise and support RWM in developing its internal processes and staff awareness (3%)			
<p>RWM has established a Stakeholder Advisory Group (SAG) to enhance dialogue with key partner organisations and sectors. NuLeAF's Executive Director will contribute to attend relevant workshops and meetings.</p> <p>NuLeAF's Executive Director will, if invited by RWM, participate in the organisations staff awareness</p>	<p>NuLeAF's Executive Director to attend at least 80% of meetings of the planned Stakeholder Advisory Group.</p> <p>NuLeAF's Executive Director will participate in RWM's staff</p>	<p>That RWM, working in partnership with NuLeAF, are able to engage effectively with local authorities up to and following the launch of the siting process in 2017.</p> <p>Relevant RWM staff will have a better understanding of the issues and constraints that local authorities have to operate under. This will allow RWM to be better able to understand the position</p>	<p>The challenges of delivering a GDF are not just technical but also political. A successful process will require that RWM understands local government and is able to engage in ways which generate the maximum interest in the siting process.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>events and advise on induction processes, to ensure that staff have a good understanding of the wider policy environment and the means of engaging with local authorities.</p> <p>NuLeAF will advise on the development of RWM's Knowledge Hub, providing feedback as the information materials develop.</p> <p>NuLeAF will continue to advise RWM on the establishment and operation of their planned Regional Communities Managers and how they can best support local siting processes.</p>	<p>awareness events and advise on induction processes as appropriate.</p> <p>NuLeAF will advise on the development of RWM's Knowledge Hub, providing feedback as the information materials develop.</p>	<p>that local authority staff are in.</p>	
<p>Objective 16. In the lead up to the siting process launch, support RWM's delivery mission through providing advice to local authorities considering entering the process (5%)</p>			
<p>NuLeAF will act as an independent and impartial advisor to any local authorities interested in entering the siting process.</p> <p>This could include meeting with any local authority considering entering the process to explain the policy framework, the challenges and the best means of proceeding. These meetings could be held alone or jointly with RWM</p>	<p>Meetings held with every local authority expressing an interest in the siting process.</p> <p>Participation in local siting processes if agreed.</p>	<p>That any local authority expressing an interest in the siting process is able to discuss the interest and explore any concerns it may have.</p>	<p>NuLeAF is an independent local government body and is viewed as impartial and separate from government and from the specific interests of individual councils.</p> <p>This gives the organisation a unique position in helping to advise local authorities on the process.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Objective 17. Following the launch of the GDF siting process, support and advise any local authorities that enter (7%)			
<p>This will include:</p> <ul style="list-style-type: none"> • Preparing briefings for the local authority members of local siting partnerships on the wider policy framework for the GDF and the opportunities that it presents • Siting on or advising individual siting partnerships to provide an independent and authoritative local authority voice • Advising RWM on the effective structure and operation of local siting partnerships; and the overcoming of any issues that may arise • Acting as a conduit for the sharing of information and best practice between local siting partnerships • Acting as part of an 'assurance process' for the local siting partnership process, identifying strengths and weaknesses in the overall approach and of individual partnerships, and advising on improvements. • Potentially undertaking reviews of progress or an assessment of the overall 	<p>Detailed outputs and performance measures to be identified once the nature of NuLeAF involvement in the local siting partnerships, and their number, is better known.</p>		<p>NuLeAF is in a unique position, being located within the local government family with an understanding of the drivers and pressures on local authorities and an expertise in nuclear decommissioning and the GDF siting process. It takes a neutral stance on the question of nuclear development, focusing on legacy management.</p> <p>This gives the organisation potential to act as an 'independent arbiter' and 'honest broker' entering into debates and engagement with local authority organisations with a status that is different from that of the developer, RWM.</p> <p>As the siting process gets underway in earnest in late 2017, it will be essential that interested local authorities are given the support they need to enter the process. The GDF is likely to prove a contentious issue in any community, and there is thus the risk that some may not progress beyond initial interest if their concerns and needs are not</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>siting process and reporting back to RWM and BEIS on any issues or barriers that arise.</p> <ul style="list-style-type: none"> Alerting RWM to any issues that local authorities raise or to any barriers to local authorities and communities progressing within the siting process Advising RWM and the planned Regional Managers on their approach to engagement and on any issues or opportunities that may arise in relation to local siting processes 			<p>addressed.</p> <p>NuLeAF could be available to act as a contact point for local authorities, supporting their progress through the siting process, advising them on particular issues that arise, and feeding back concerns to RWM.</p>
<p>Objective 18. Work with RWM, the Welsh Government and the Welsh Local Government Association to support effective engagement of Welsh local authorities and communities as the Welsh GDF siting process evolves. (2%)</p>			
<p>To work with the Welsh Government, Welsh Local Government Association (WLGA) and One Voice to host engagement workshops on the GDF for County and Community Councils in Wales. NuLeAF's exact role to be defined following discussion with other interested parties.</p>	<p>NuLeAF to provide support as requested, potentially leading to the hosting of two successful workshops for local government in Wales.</p>	<p>That local authorities in Wales are able to help shape the final GDF process, ensuring that it is designed with a full appreciation of the needs of local government along with the wider, distinct Welsh context.</p>	<p>The Welsh Government decided in 2016 to support any local community deciding to enter the GDF siting process. A consultation on the Welsh siting process is expected in 2017 and the Welsh Government is also considering hosting engagement events, including two with County and community councils in Wales.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
WORK IN SUPPORT OF MEMBER LOCAL AUTHORITIES (22%)			
LEGACY MANAGEMENT IMPLICATIONS OF POTENTIAL NEW BUILD			
Objective 19. Continue to support the interests of member authorities impacted by SNF and radioactive waste storage and disposal issues as a consequence of new nuclear build. (1%)			
<p>Engage with the NDA, EDF, Horizon/Hitachi, NuGen and other interested parties to raise any concerns NuLeAF members have on the impacts of New Build on radioactive waste management</p> <p>Monitor developments in the Government's approach to Small Modular Reactor technology and their potential to impact on site end states and waste facilities.</p>	<p>NuLeAF to engage as appropriate.</p> <p>Provide updates to the membership through SG papers and e-bulletin as appropriate.</p>	<p>That NuLeAF members are made aware of any issues arising out of nuclear new build that may impact on NDA sites and legacy waste management.</p>	<p>NuLeAF does not engage on the issues around new nuclear except in relation to their impact on existing NDA sites and on legacy waste management.</p>
Objective 20. Continue to liaise with New Nuclear Local Authorities Group and advise and assist as appropriate regarding radioactive waste management and SNF storage impacts at nuclear new build sites (1%)			
<p>Meet with the New Nuclear Local Authorities Group (NNLAG) secretariat and/or membership as appropriate.</p>	<p>NuLeAF to liaise with the New Nuclear Local Authorities Group secretariat as appropriate.</p> <p>Relevant updates on New Nuclear Local Authorities Group to be reported to NuLeAF Steering Group as appropriate.</p>	<p>That NuLeAF members are made aware of any issues arising out of nuclear new build that may impact on NDA sites and legacy waste management.</p> <p>That NNLAG and the Government are made aware of any such concerns.</p>	<p>While NuLeAF has only limited direct interest in new nuclear a number of issues for members are likely to arise from plans for new nuclear stations, many of which will be located within NuLeAF member authority areas.</p> <p>NuLeAF has recently prepared a briefing for members on SMRs and their possible impact on plans for NDA sites and on the radioactive waste inventory. We will continue to engage on this issue as proposals develop.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
EDF ENERGY			
Objective 21: Engage further in dialogue with EDF Energy to discuss their plans for decommissioning and the role that host communities and local authorities could play. (1%)			
<p>To host a discussion between EDFE and the NuLeAF Steering Group to explore their plans for decommissioning.</p> <p>To monitor developments in EDFE plans and strategy for decommissioning and comment and update members as appropriate.</p>		That over the coming years EDFE plans for decommissioning are acceptable to host communities and local authorities.	Many EDFE nuclear stations are due to close in the 2020s and forward plans will need to be put in place to outline the approach to decommissioning and for engagement with local authorities and communities.
SUBMARINE DISMANTLING PROJECT			
Objective 22. Continue to monitor work on the Submarine Dismantling Project as the project moves into the delivery phase. Report issues and progress to NuLeAF Steering Group and Radioactive Waste Planning Group. (0%)			
Report on developments in the Submarine Dismantling Project to members.	Provide updates to members through papers to SG and e-bulletins.	That the process operates effectively in terms of engagement with local authorities and communities.	The SDP will progress over coming years with approximately 1 reactor pressure vessel per year being transported to Capenhurst from Rosyth or Devonport until all are stored at Capenhurst, awaiting long term disposal in a GDF
ENGAGEMENT WITH SELLAFIELD AND SLCS			
Objective 23. Continue to engage with NDA, Sellafield, Magnox, the regulators and host Local Authorities on site restoration, interim and end states and Intermediate Level Waste treatment/Fuel Element Debris storage. (1%)			
Engage with Magnox to raise concerns about changes to plans for Intermediate Level Waste treatment /Fuel Element Debris storage and wider site	Maintain regular contact with Magnox on these issues. Hold at least one discussion between Magnox and members at Steering Group and/or RWPG.	Ensure engagement leads to greater clarity on proposals and higher satisfaction with what is proposed.	Magnox plans for the management of ILW/FED continue to evolve. Local authorities and NuLeAF are taking a keen interest in proposals for

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>management issues, and to highlight the need for stakeholder engagement with affected communities.</p> <p>On behalf of members, assess the lifetime plans for individual Magnox sites and develop a paper on common themes and issues that arise. Use this paper as the basis for discussion among member authorities and represent member views to Magnox and the NDA,</p> <p>On behalf of members, participate in meetings of the Site Decommissioning and Remediation Theme Overview Group and report back to Steering Group and Radioactive Waste Planning Group.</p>	<p>Attend at least 80% of Site Remediation and Decommissioning Theme Overview Group meetings.</p>	<p>This is to be assessed through the bi-annual survey of members and feedback from Steering Group meetings.</p>	<p>the transportation and storage of such wastes, and will continue a dialogue to Magnox to ensure the best outcomes possible for communities.</p> <p>Local authorities need to understand the new proposals and consider whether they are acceptable in terms of direct impact on sites and wider impacts such as on transport. It is recognised that leaving radioactive waste on-site is a contentious issue. The expectation of Planning Authorities regarding clean up and their understanding of the role of the environment agencies and the scope for different models of site management is thus a significant issue. Dialogue is important.</p>
<p>Objective 24. Continue to assist member authorities as appropriate to ensure that effective engagement arrangements exist with Sellafield, SLCs and NDA, to ensure appropriate socio-economic support for communities. (1%)</p>			
<p>Use the Steering Group, Radioactive Waste Planning Group and other engagement routes to identify member concerns and respond as appropriate.</p> <p>Work with NDA to discuss</p>	<p>NuLeAF to respond as appropriate.</p>	<p>That community benefit and wider socio-economic support for communities is based on effective dialogue between local authorities, Sellafield, SLCs and the NDA, leading to the best possible outcomes.</p>	<p>As noted, the NDA is undertaking a process of reviewing its stakeholder engagement with this due to conclude in May 2017. Once new arrangements are in place, it is important that direct engagement between NuLeAF,</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
potential changes to arrangements for engagement with local authorities, as identified in Strategy III.			Sellafield and Magnox is maintained.
MAJOR ACCIDENTS			
Objective 25. Monitor implementation of recommendations arising from Fukushima accident. Consider other safety and security issues relevant to radioactive waste management and decommissioning, where these have implications for local authorities. (0%)			
Monitor and respond as appropriate.	No specific work identified for 2017-18.		Accidents and safety around legacy waste are of significant concern to members. NuLeAF will continue to monitor developments and their implications for local authorities.
BUSINESS SUPPORT & MEMBER SERVICES			
Objective 26. Support Executive Director in delivering Geological Disposal Facility work programme (1%)			
The Director's Assistant will attend, as appropriate, meetings with Dept. of Business, Energy & Industrial Strategy and RWM and help take forward work agreed with RWM on the Geological Disposal Facility White Paper process.	Actions to include: <ul style="list-style-type: none"> • Attendance at meetings as appropriate • Organisation of events and meetings as agreed • Background research and information gathering 	That NuLeAF delivers and effective programme of work in support of its aims and objectives, meeting the needs of local authorities and supporting the work of the NDA and RWM. This is to be assessed through the bi-annual survey of members, feedback from Steering Group meetings, and feedback from NDA and RWM.	

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
Assist in organising a socio-economic forum with NDA	<ul style="list-style-type: none"> 3 or 4 Radioactive Waste Planning Groups Delivery of socio-economic forum event in 2017.		
Objective 29. Ensure effective web and new media communication. (5%)			
Draft monthly newsletter and quarterly e-bulletin. Research and draft case studies and papers as appropriate. Keep website and new media up to date	Production of 8 newsletters and 4 e-bulletins Website kept up to date to provide information resource for members and others. Monitor Twitter feed and post tweets as appropriate on topics of interest to followers. New articles posted on LinkedIn site at least 4 times per month.		
Objective 30. Oversee finance and accounts. (1%)			
Monitor and report on finance. Prepare end of year accounts and liaise with auditors as necessary. Process all invoices and purchase orders as required. Liaise with Suffolk County Council in order to ensure finances are managed correctly. Process Pcard receipts and ensure Executive Director adheres to Suffolk County Council policy. Amend financial guidelines in response to audit	Submission of finance reports and other information as required. Produce end of year accounts and submit to auditors.	That NuLeAF has effective financial management systems. That NuLeAF is put on a firm financial footing, with a balanced budget, providing long term stability.	

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>comments, if required.</p> <p>Make all travel and accommodation arrangements for Executive Director and any other NuLeAF members travelling on NuLeAF business, including international travel, ensuring best value for money is obtained at all times.</p> <p>Work with the Executive Director, the Chair and Vice-Chair to explore all suitable avenues for new or additional funding for NuLeAF.</p>			
CONSULTATIONS			
Objective 31. Monitor other relevant national and local policy development; report on engagement opportunities to members. Prepare and submit NuLeAF comments as appropriate. (3%)			
<p>It is anticipated that a number of major consultations will be undertaken during 2017/18. NuLeAF will develop detailed responses to all of these, circulating draft responses to members for comment and hosting discussion at Steering Group and RWPG meetings. This will ensure high quality and informed submissions will be prepared. Among the planned actions NuLeAF will:</p> <ul style="list-style-type: none"> • Provide a detailed response to 	<p>NuLeAF to respond to all relevant consultations and report on this at the end of each financial year.</p> <p>Draft responses to be prepared in advance wherever possible enabling final submissions to be fully informed by the views of member local authorities.</p>	<p>That the views of local authorities and NuLeAF are effectively communicated in all relevant consultations, leading to better outcomes for communities.</p>	<p>In consultation with members, NuLeAF will develop detailed responses to all significant consultations and work with BEIS, Welsh Government, NDA and RWM to ensure that the consultations lead to effective policy and strategy and better outcomes for communities.</p>

Key Tasks 2017-18	Outputs	Outcomes	Comments and funding allocation
<p>the consultation on the NSIP process planned for spring 2017; and to advise BEIS, DCLG and RWM on the planning elements of the process as these develop.</p> <ul style="list-style-type: none"> • Prepare a submission to the spring 2017 BEIS consultation on proposals for community engagement aspects of the GDF process • Prepare a detailed response to any consultations by the Welsh Government on the GDF siting process in Wales • Respond to the consultation on the NDA Radioactive Waste Strategy <p>We will respond to all other relevant consultations as appropriate.</p>			

Engagement Calendar 2017/2018

7 June 2017, 6&7 September 2017, 6 December 2016, tbc March 2017	NuLeAF Steering Group meeting, including site visit to Trawsfynydd
26 April 2017, 19 July 2017, 18 October 2017, tbc January 2017	Radioactive Waste Planning Group meeting
Meeting date to be decided	NuLeAF Seminar
25 April 2017, 6 June 2017, 18 July 2017, 12 September 2017, 17 October 2017, 12 December 2017, meeting dates in 2018 tba.	Site Remediation & Decommissioning Theme Overview Group meeting
27 April 2017, 8 June 2017, 17 July 2017, 14 September 2017, 19 October 2016, 14 December 2017, meeting dates in 2018 tba.	Integrated Waste Management Theme Overview Group meeting
2 May 2017, 19 September 2017, 19 December 2017, meeting dates in 2018 tba.	Critical Enablers Theme Overview Group meeting
tba	Dept. of Business, Energy and Industrial Strategy/RWM/NDA liaison meeting/teleconference
4 April 2017, 5 April 2017	Low Level Waste National Waste Programme
4 - 6 July 2016	LGA Conference
8-10 March 2017	New Nuclear Local Authorities Group (NNLAG) Conference
17 May 2017, 15 June 2017, 23 November 2017	CoRWM plenary meeting

Finance for FY2017/2018

Finance for FY2017/2018

Budget Income FY 2017-18

Nuclear Decommissioning Authority	TBC
Radioactive Waste Management Ltd	TBC
Local Authority membership	£18,630
Commissioned work	£5,000
Seminar	£1,000

Total *£TBC*

Budget deficit FY 2017-18 £TBC

Budget Expenditure FY 2017-18

Salaries and wages	£103,994
Travel, accommodation & subsistence	£6,215
Room hire and catering	£6,100
Printing, postage & stationery	£150
Staff office costs & expenses	£1,410

Total *£117,869*

Risk Management

Project Risks	Mitigating Action	Owner
There is a risk that insufficient funding can be attracted to maintain the existing level of service, or at the extreme, result in the organisation ceasing to operate	<ul style="list-style-type: none"> • Agree and communicate NuLeAF work programme with key funders (LAs/NDA/RWM) • Seek new funding opportunities including SLCs, MoD and project work 	PM
There is a risk that expenditure is not controlled resulting in a depletion of the reserves	<ul style="list-style-type: none"> • Maintain active monitoring and reporting of income and expenditure • Ensure adequate mechanisms are in place to control expenditure • Ensure reimbursements are claimed wherever possible 	CD
There is a risk that agreed performance targets are missed	<ul style="list-style-type: none"> • Ensure performance targets are understood, that staff competencies are maintained with appropriate training if required, and that staff remain motivated 	PM
There is a risk that funders do not consider services are VFM	<ul style="list-style-type: none"> • Regularly brief and consult funders on work programme prioritisation • Engage and respond promptly to member concerns • Proactively engage with officer and member contacts in contributing authorities • Undertake an annual survey of members views 	PM
There is a risk of lower individual and workplace H&S protection for lone and remote working staff	<ul style="list-style-type: none"> • Ensure staff access to appropriate H&S advice & training • Risk assess workplaces annually • Ensure communication between staff, supportive team working, and be alert to signs of work related stress • Allocate an agreed training and H&S budget 	ALL
There is a risk to NuLeAF's membership through promotion of pro or anti-nuclear views	<ul style="list-style-type: none"> • Ensure neutrality in response at all times 	ALL
There is a risk of reputational damage if NuLeAF is perceived as being too close to external funders	<ul style="list-style-type: none"> • Be clear about 'arms-length' relationship with external funders and purpose to serve member authorities 	ALL
There is a risk of loss of expertise/knowledge through staff turnover	<ul style="list-style-type: none"> • Ensure staff share information adequately. Procedures manuals to be kept up to date 	ALL
There is a risk of loss of data and operational capacity through ITC failure	<ul style="list-style-type: none"> • Ensure resilience through the availability of secondary communications and regular back up data storage on the Suffolk server or in Dropbox 	ALL

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