



# **NuLeAF Service Plan**

April 2018 – March 2019

# 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 decades have seen many of the UK's nuclear stations cease generating, with the rest of the current generation due to cease within the next 5 - 20 years. Decommissioning and clean-up will cost 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 many ways and have to be at the heart of all decision making around these issues.

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 for 2018-19. 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 have engaged with RWM, NDA and our members to define a clear programme of work. For each work stream the tasks we will undertake is 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 Local Government Association as a whole on nuclear decommissioning and waste issues. NuLeAF's remit encompasses all aspects of the management of the UK's nuclear waste legacy. NuLeAF's terms of reference, constitution, and current membership can be found at [www.nuleaf.org.uk](http://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 their 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 which will benefit both organisations financially as well as in delivery of their mission.

All our work in 2018/19 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 the Geological Disposal Facility (GDF) siting process and the specific proposals for work with communities, and for geology and land use planning.
- Use our meetings and membership to provide advice and guidance to RWM on their approach, their communication and engagement materials and wider plans. Provide wider information dissemination through briefings, newsletters and our social media channels.
- 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.
- Work with RWM to help build their organisational readiness and staff understanding of local government and enhance their ability to engage effectively with local authorities, Community Partnerships and local people.
- Advise and assist local authorities choosing to enter the siting process after its launch and provide comment and oversight to Government and RWM on how local siting processes can work most effectively.

### ***For NDA funded activity***

- Provide a forum for NDA to engage with Local Government on critical issues including the delivery of Strategy 3 and the revised arrangements for Magnox. Support local government in the NDA Stakeholder Summit and host direct engagement meetings with LLWR and Magnox.
- In partnership with NDA, develop an enhanced approach to socio-economic support for NDA sites
- Work with and advise the regulators, BEIS and NDA on Proportionate Regulatory Controls (PRC) and 'in-situ' disposal 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
- 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.

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

# Work Programme 2018-2019

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>WORK IN SUPPORT OF NDA MISSION (26%)</b>			
<b>NDA STRATEGY &amp; OPERATIONS</b>			
<b>Objective: 1. Identify key issues for members resulting from NDA Strategy implementation including Parent Body Organisation competitions, community benefits, and waste storage consolidation proposals.</b>			
<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 as available to represent the interests of Local Authorities.</p> <p>Participate in NDA stakeholder events &amp; 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 60% 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"> <li>• Site decommissioning and remediation</li> <li>• Storage and disposal of waste</li> <li>• Community benefits and investment</li> <li>• Wider socio-economic issues</li> <li>• Environmental protection</li> </ul>

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<b>Objective 2. Provide support and advice to NDA for the delivery of Strategy III</b>			
<p>Engagement will include:</p> <ul style="list-style-type: none"> <li>• Feeding back to Steering Group and RWPG on matters related to NDA Strategy</li> <li>• Attending the Critical Enablers, Integrated Waste Management and Site Decommissioning and Remediation Theme Overview Group (TOG) meetings and raising NuLeAF member concerns &amp; comments on the Strategy, Business Plan and associated activities</li> <li>• Respond to the consultation on the NDA Business Plan 2019-22.</li> </ul>	<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 2019-22.</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>
<b>Objective 3. Advise on the development of the NDA's Radioactive Waste Strategy and encourage maximum consultation with NDA site host communities.</b>			
<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>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>Host an engagement event on the Radioactive Waste Strategy as part of Steering Group and/or RWPG meeting.</p>	<p>That the Radioactive Waste Strategy is aligned with the needs of local authorities and communities.</p>	<p>NuLeAF has long advocated greater integration in radioactive waste strategy and policy. We therefore welcome the production of an integrated radioactive waste strategy, covering HAW and LLW.</p> <p>This work has potential implications for planning, economic development and for communities. We will continue to engage with NDA to address certain concerns or issues that</p>

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<p>Provided a detailed response to the consultation on the Radioactive Waste Strategy due in 2018, informed by the views of NuLeAF members.</p>	<p>Submission of Radioactive Waste Strategy consultation response.</p>		<p>may arise – and work with BEIS on their review of radioactive waste policy and infrastructure. Our Steering Group and Radioactive Waste Planning Group (RWPG) will provide advice on these issues and we will respond in detail to all relevant consultations.</p>
<p><b>Objective 4. Support NDA Stakeholder Engagement through use of the Steering Group and RWPG</b></p>			
<p>NuLeAF’s meetings provide a ready-made forum for NDA (as well as SLCs and regulators) to engage with local authority representatives.</p> <p>Reports and discussion on the work of the NDA and wider national developments in radioactive waste management are a standing item for all Steering Group and RWPG meetings. In 2018/19 these meetings will again offer a readily available forum for discussion and a sounding board that NDA can use to engage with local government as and when required.</p> <p>Depending on the timing of initiatives and the availability of</p>	<p>Discussions held at Steering Group and RWPG in line with those proposed.</p>	<p>That NuLeAF member authorities have a high degree of awareness and understanding of key agendas in terms of the NDA’s work and wider developments in radioactive waste management.</p> <p>That the NDA has an enhanced understanding of local government perspectives and is able to draw on this in developing policy and strategy that is more aligned to their needs.</p>	<p>NDA has undertaken a review of stakeholder engagement and NuLeAF has been involved throughout this process. A clear message from NuLeAF members is that there is a need for more and better direct engagement between NDA, SLCs and the planning and economic development functions of councils and their political leadership.</p> <p>NuLeAF’s Steering Group and RWPG offer regular opportunities for NDA to engage directly with those local authorities with the greatest understanding of nuclear decommissioning and interest in the NDA’s work. They provide bespoke forums for such engagement and NuLeAF will continue to work with NDA to utilise these to maximum benefit.</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>NDA staff, planned facilitated discussions will be on:</p> <ul style="list-style-type: none"> <li>• Developments in related areas of NDA policy around Proportionate Regulatory Controls (PRC), near surface disposal and Magnox accelerated decommissioning</li> <li>• The NDA Skills agenda</li> <li>• Community benefits</li> <li>• NuLeAF policy on Higher Activity Waste (HAW)</li> </ul> <p>Other discussions will be organised in response to new consultations/initiatives or at the request of members or the NDA.</p>			<p>An example of this has been the meetings around the Magnox Decommissioning Strategy, which have been informative and of benefit to both NDA and councils.</p>
<b>Objective 5. Provide support and advice for NDA work on Socio-economics and skills</b>			
<p>NuLeAF provides a forum for NDA to speak with senior Elected Members and officers.</p> <p>In 2018/19 we propose to:</p> <ul style="list-style-type: none"> <li>• Host a discussion on nuclear decommissioning industry skills development between NDA and NuLeAF members at a NuLeAF Steering Group.</li> <li>• Host a discussion on Community Benefits at our Steering Group</li> <li>• Provide a forum for discussion &amp; comment on NDA site</li> </ul>	<p>Host discussions on (a) skills and (b) community benefits at a NuLeAF Steering Group meeting</p> <p>As appropriate, use the Steering Group and RWPG as fora for NDA</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>NDA is required to ensure its work impacts positively on the socio-economic condition of communities. This is supported by the Energy Act 2004 and the Public Services (Social Value) Act 2012, under which all public authorities must have regard to economic, social and environmental well-being.</p> <p>This year also saw the publication of the UK Government's Industrial Strategy and a Nuclear Sector Deal which seeks to capitalise on</p>

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<p>specific socio-economic strategies as they develop; and advise NDA on the development of associated information and presentation materials.</p> <ul style="list-style-type: none"> <li>• If requested, 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 Enterprise Partnership Network.</li> <li>• Engage with the Parent Body Organisation for Magnox to represent NuLeAF member concerns on socio-economic issues and the provision of community investment.</li> <li>• Continue to represent member interests with NDA in respect of Sellafield.</li> </ul>	<p>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>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>the UK's expertise in decommissioning technology and skills.</p> <p>NDA is developing site specific socio-economic strategies and wishes to ensure the future availability of workers with all necessary skills to deliver the NDA mission and help maintain sustainable communities. Local authorities have an important role to play through their involvement in education and skills and in supporting local economic development.</p> <p>Successful engagement on socio-economics also requires that NDA presentations and information materials are developed with a full appreciation of the policy framework for local government and the timescales and methods used by councils in making decisions. It will also necessitate the use of appropriate language and terminology and make links to other work. NuLeAF can offer guidance on this.</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>Objective 6. Provide support and guidance for ongoing work on Proportionate Regulatory Controls (PRC) and in situ disposal.</b>			
<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>As requested, facilitate direct engagement between local authority planning officers and BEIS/NDA to enable expert input into discussions on land use and waste planning.</p>	<p>NuLeAF to host discussion between BEIS, NDA and regulators (as appropriate) and both Steering Group and the Radioactive Waste Planning Group on this issue as appropriate.</p> <p>NuLeAF to attend at least 60% of Site Decommissioning and Remediation (SDR) TOG meetings.</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"> <li>• NuLeAF members have clarity on what is proposed by NDA and regulators in this regard and its implications for local government</li> <li>• 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 that may lead to 'in situ disposal' of low level radioactive waste.</li> </ul>	<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 (GRR) will continue over 2018 and 2019, leading to the likely placing of legislation before Parliament at an appropriate time. The role of the RWPG will continue to be crucial as this work progresses.</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>Objective 7. Represent local government on proposals for accelerated decommissioning of Magnox sites</b>			
Engage with BEIS, NDA and Magnox to ensure that the overall approach and the proposals for individual sites are developed in full consultation with local authorities and communities and meet their needs.	Respond to all relevant consultations and engage with government and the industry as required.	That the overall approach and the proposals for individual sites are developed in full consultation with local authorities and communities and meet their needs.	<p>The NDA announced in 2017 that it was considering a new approach to the Magnox sites based around accelerated decommissioning. This could result in some sites being decommissioned and ready for next use more quickly than previously envisaged.</p> <p>The timetable for work on accelerated decommissioning has not yet been confirmed.</p>
<b>Objective 8. Provide support for the NDA's Stakeholder Summit and international meeting of local authorities</b>			
<p><b>Stakeholder Summit</b> NuLeAF will:</p> <ul style="list-style-type: none"> <li>Encourage participation from local authorities at the 2018 Stakeholder Summit</li> <li>Work with NDA staff to manage their transport and accommodation needs.</li> <li>Host a meeting between David Peattie, CEO of NDA and NuLeAF members and GMF members</li> <li>Organise a conference dinner for local authorities and international delegates with guest speakers</li> </ul>	<p>At least 30 local authority Members and officers from England and Wales to attend NDA Stakeholder Summit</p> <p>Provision of support and advice on transport and accommodation requirements as required</p> <p>Meeting hosted between local government and David Peattie, CEO of the NDA</p> <p>Dinner for NuLeAF and GMF members held.</p>	<p>That NuLeAF Members and officers are able to participate in the NDA Stakeholder Summit in appropriate numbers and are provided with opportunities to understand current and future NDA work and engage with NDA management and staff.</p> <p>That GMF members are able to participate in the NDA Stakeholder Summit, enabling them to learn more about nuclear decommissioning in the UK.</p>	NuLeAF worked closely with NDA to encourage local authority attendance at the 2017 Stakeholder Summit in Cumbria, and to manage accommodation and catering needs. This contributed significantly to the event, with representatives of almost every local authority that hosts an NDA site present, compared to only a very limited number at the comparable event the year before. In 2018/19 NDA propose a similar event, to be held at South Gloucestershire and Stroud College in July.

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p><b>International Meeting:</b> NuLeAF will:</p> <ul style="list-style-type: none"> <li>• Work with NDA and GMF to organise a gathering of European municipalities. This will involve support and advice on their travel and accommodation needs and the organisation of translation facilities.</li> <li>• If requested by GMF members, work with NDA to organise a site visit to the Berkeley nuclear site.</li> </ul>	<p>At least 40 GMF members to attend the Stakeholder Summit</p> <p>If requested, site visit to Berkeley organised.</p>		<p>NuLeAF is also a member of the Europe-wide Group of Municipalities with Nuclear Facilities (GMF) and has discussed with NDA the scope for organising an international gathering of local government as part of the NDA Stakeholder Summit. This will enable NDA to showcase its work in decommissioning and socio-economics, and facilitate an international dialogue on nuclear legacy issues, of benefit to all involved. It will also promote the UK's expertise in nuclear technologies in line with the aspirations of the recent Industrial Strategy.</p>

## RADIOACTIVE WASTE MANAGEMENT

### Objective 9. Work with Magnox to enhance dialogue and engagement with local government

<p>Hold a meeting, involving NuLeAF members and senior Magnox staff, in summer 2018.</p> <p>The meeting will include presentations and 'round table' discussions by both NuLeAF and Magnox. The aim is to build Magnox understanding of how they can effectively engage in the planning cycle; and to enable local authorities to better understand from Magnox strategy</p>	<p>Meeting held.</p> <p>Review undertaken to determine whether members wish to make such a meeting an annual event.</p>	<p>That NuLeAF members become more aware of Magnox strategy and site plans.</p> <p>That Magnox better understand the views and concerns of local government and are able to engage more effectively as a result.</p>	<p>Over recent years NuLeAF has regularly raised with Magnox the varying experiences of NuLeAF members in engaging at a local level. In response it has been agreed that an annual meeting is held, involving NuLeAF members and senior Magnox staff. The first such meeting is planned for summer 2018.</p>
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Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
and plans for individual sites.			
<b>Objective 10. Work with LLWR to support enhanced Low-Level Waste Management</b>			
<p>Host an annual meeting between Low Level Waste Repository Ltd, the industry and local authorities in 2018/19. NuLeAF to act as co-ordinator for local authority participation.</p> <p>NuLeAF to attend meetings of the LLW Delivery Overview Group (DoG) and regulators group; and other meetings as appropriate.</p> <p>Report on developments in LLW to Steering Group and RWPG meetings.</p>	<p>Meeting with LLWR and industry held and reported on.</p> <p>Attend at least 60% 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 lead 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.</p> <p>Build an understanding of the issues of all parties involved.</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>
<b>Objective 11. Provide monitoring and support for Local Authority Plans</b>			
<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</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>Previously, many local authorities with NDA sites or related facilities in their area did not have clear policies on radioactive waste in their local plans or waste plans. Through the work of NuLeAF and our RWPG this has changed, with benefits for communities and the industry. NuLeAF will continue to monitor and report on radioactive waste policies in local plans, and to respond to consultations and advise local authorities as appropriate.</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>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 MHCLG for a more integrated approach to radioactive waste management in terms of national policy.</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>
<p><b>WORK IN SUPPORT OF RWM MISSION (58%)</b></p>			
<p><b>GEOLOGICAL DISPOSAL FACILITY SITING</b></p>			
<p><b>Objective 12. 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.</b></p>			
<p>Hold regular meetings with RWM, NDA and Dept. of Business, Energy &amp; 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.</p> <p>Outwith formal meetings, maintain clear communication channels between NuLeAF and RWM. NuLeAF to alert RWM to any issues or concerns that local</p>	<p>At least 6 phone or face to face meetings with Dept. of Business, Energy &amp; Industrial Strategy (BEIS), RWM and NDA.</p> <p>Regular discussion with RWM (either face to face or by phone).</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.</p> <p>A regular exchange of information between Dept. of Business, Energy &amp; Industrial Strategy, RWM and NuLeAF is therefore vital.</p> <p>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</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>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>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>developing framework and preparing them for the launch of the new siting process.</p>
<p><b>Objective 13. Build awareness of the Geological Disposal Facility and the potential for local government to become involved in the new siting process.</b></p>			
<p>NuLeAF to:</p> <ul style="list-style-type: none"> <li>• Continue to work with RWM and BEIS to help disseminate information through DCN, CCN, ADEPT and SOLACE.</li> <li>• Maintain regular dialogue with key officials within the LGA and explore the scope for engagement with relevant LGA Boards and other fora.</li> <li>• Assist RWM in defining the routes to engagement with elected members, officers, other public and private bodies in individual communities; and ensuring that the messaging used is appropriate and clear.</li> <li>• Provide the intelligence to enable RWM to knowledgeably undertake its direct engagement activities with any</li> </ul>	<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>Other outputs:</p> <ul style="list-style-type: none"> <li>• Feedback to RWM from NuLeAF Steering Group meetings</li> <li>• Report to RWM and BEIS on relevant communication / discussions within the Local Government Association</li> <li>• Attend 2018 LGA conference and support RWM.</li> <li>• Third party recruited and local government profiles and database of relevant local authority contacts delivered.</li> </ul>	<p>That NuLeAF reaches out beyond its own direct membership to heighten awareness of the GDF process with local authorities and senior managers.</p>	<p>NuLeAF is in a unique position. We are 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.</p> <p>We represent the whole Local Government Association (LGA) on matters related to the geological disposal and can therefore act as a bridge between RWM and that wider network.</p>

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<p>individual local authorities by providing summary briefings prior to meetings taking place.</p> <ul style="list-style-type: none"> <li>• Use our Steering Group and RWPG meetings to discuss and explore all aspects of the GDF siting process and the role of local authorities within it.</li> <li>• Attend the 2018 Local Government Association Conference in Birmingham, support RWM as appropriate and help facilitate meetings between RWM and local authorities if required.</li> <li>• Work with RWM to develop a proposal for work by a third party to build profiles of local authorities and a database of contacts.</li> <li>• Act as an independent and impartial advisor to any local authorities interested in entering the siting process.</li> </ul>	<ul style="list-style-type: none"> <li>• Advice provided to local authorities as and when requested.</li> </ul>		
<p><b>Objective 14. 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 2018/19</b></p>			
<p><b>1. Work on communities</b> Submit a detailed response to the BEIS Consultation on Working with Communities</p>	<p>Submit detailed and well-regarded response to the Communities and NPS consultations.</p>	<p>That the final Communities and NPS policy meet, as far as possible, the needs of local authorities entering the siting process, leading to the best possible outcomes for</p>	<p>2018 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</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>Work with and advise BEIS colleagues as they finalise the Communities policy in advance of launch.</p> <p>Build the capacity and awareness of local authorities to engage in the consultation on the community aspects of the GDF process and facilitate direct discussions between interested councils and BEIS</p> <p><b>2. Land use planning</b> NuLeAF to prepare a detailed response to the consultation on the NPS for the GDF, drawing on the expertise of members and in particular the Radioactive Waste Planning Group.</p> <p>NuLeAF to seek to present evidence on the NPS to the anticipated BEIS Committee enquiry on this issue.</p>	<p>Meet with BEIS officials leading on the development of the Communities policy on at least 3 occasions as they finalise the policy.</p> <p>Ensure at least 3 NuLeAF member local authorities submit their own responses to the GDF communities' and NPS consultations, 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>communities.</p>	<p>the development of geological information.</p> <p>We will respond to all relevant consultations, informed by our Steering Group and RWPG.</p> <p>In parallel, we will continue to meet with BEIS, RWM and NDA, highlighting issues or concerns from members.</p>
<p><b>Objective 15. Support RWM through the testing of communication materials and resources around the GDF process</b></p>			
<p>Assist RWM in the preparation and testing of planned materials for local authorities.</p> <p>This might include:</p> <ul style="list-style-type: none"> <li>The provision of feedback on</li> </ul>	<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</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</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>online and paper communication materials on the geological aspects of the GDF siting process</p> <ul style="list-style-type: none"> <li>• Providing comment on the planned 'prospectus', a detailed and fact-based document setting out a wide range of information for any community entering the siting process.</li> </ul>		<p>and absorb the contents of such material.</p>	<p>importance to councils. NuLeAF has the expertise to advise on this.</p> <p>With a Steering Group and expert planners group (RWPG) that meet regularly, NuLeAF offers a bespoke resource for the testing of RWM resources and materials as they develop. Based on our current understanding, in 2018/19 there may be opportunities to advise on the planned Prospectus and Community Guidance along with any briefing materials RWM is planning to prepare for communities considering entering the siting process.</p> <p>Local government also has a unique insight and understanding of the financial issues around community investment and local economic development. NuLeAF proposes to hold a workshop on these issues, for example the implications of the GDF for business rates or for local community revenues if the planned repository is located off-shore.</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>Objective 16. Maintain and develop online resources on the Geological Disposal Facility for local government</b>			
<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 to review its GDF Policy and Briefings and update them as required, informed by the final GDF policy and by member views.</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>If necessary, and agreed by the Steering Group, NuLeAF will revise its Policy on Geological Disposal and prepare new Briefing on the GDF siting process to be published following launch. Other briefings will be reviewed 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 anticipated launch in 2018 or 2019.</p>	<p>NuLeAF operates a successful Twitter feed and a LinkedIn group providing regular updates to around 130 and 60 members respectively.</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>
<b>Objective 17. Advise and support RWM in developing its organisational readiness</b>			
<p>NuLeAF's Executive Director will work with RWM to ensure that RWM management and staff have a good understanding of the wider policy environment and the means of engaging with local authorities. In 2018/19 it is proposed that NuLeAF:</p> <ul style="list-style-type: none"> <li>• Meet with RWM regional</li> </ul>	<p>NuLeAF's Executive Director will</p>	<p>That RWM, working in partnership with NuLeAF, is 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</p>	<p>The challenges of delivering a GDF are not just technical but also political.</p> <p>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</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>managers and frontline staff to brief them and discuss local government structures, means of operation and approaches to engagement. In advance of the meeting NuLeAF will prepare a short briefing on local authorities</p> <ul style="list-style-type: none"> <li>• Continue to meet regularly and to liaise with others in RWM, including the GDF Siting and Engagement Director and Chief Policy Advisor, as appropriate.</li> <li>• Continue to assist RWM in drafting communication materials on the GDF by providing direct feedback or hosting meetings between RWM and NuLeAF members.</li> </ul>	<p>deliver presentations and host discussions on local government with RWM staff. In advance a briefing on local government will be prepared and circulated to staff.</p> <p>In discussion with RWM, NuLeAF will provide comment and feedback on RWM communication materials as required. This could be achieved through direct feedback by NuLeAF staff or local authority members; or by facilitated discussions at NuLeAF meetings.</p>	<p>authorities have to operate under. This will allow RWM to be better able to understand the position that local authority staff are in.</p>	<p>process.</p>
<p><b>Objective 18. At and following the launch of the GDF siting process, provide support and advice to RWM and to any local authorities that enter the process.</b></p>			
<p><b>At Launch</b> NuLeAF to:</p> <ul style="list-style-type: none"> <li>• Place an article on the Geological Disposal Facility siting process in Local Government First (Local Government Association magazine). Respond to any</li> </ul>	<p>Detailed outputs and performance measures to be identified once the nature of NuLeAF involvement in process at and post-launch is more clearly understood and agreed with BEIS and RWM.</p>	<p>That awareness and understanding of the GDF siting process is high among NuLeAF members, leading to the maximum number of communities entering the process.</p> <p>That, post launch, NuLeAF is able</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</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>feedback as appropriate</p> <ul style="list-style-type: none"> <li>If requested by RWM, host a launch event at a Steering Group or RWPG meeting or assist RWM or BEIS in any plans they have for a stand-alone launch event.</li> </ul> <p><b>Post-launch support</b> If agreed with BEIS, RWM and members, this will include:</p> <ul style="list-style-type: none"> <li>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</li> <li>Sitting on individual siting partnerships. NuLeAF sat on the West Cumbrian MRWS partnership and could fulfil this role on those partnerships established as part of the new process. This would provide an independent local government voice and also enable learning, insights and advice to be shared between local siting partnerships</li> <li>Assisting RWM's regional managers to respond to queries and information requests from local authorities</li> </ul>		<p>to support and advise any local authorities entering in the process and highlight their issues and challenges to the UK and Welsh Government and RWM.</p>	<p>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 2018 or early 2019, 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 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>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<ul style="list-style-type: none"> <li>• Acting as a 'challenger' and 'critical friend' for RWM</li> <li>• Supporting ongoing communications through:               <ul style="list-style-type: none"> <li>○ Monitoring the local government press to ensure accurate reporting of GDF policy developments and a balanced representation of the costs and benefits of geological disposal and responding as necessary</li> <li>○ Assisting in the production of other information materials including a 'corrections and clarifications' service to quickly rebut misinformation or misunderstandings about geological disposal</li> <li>○ Using our Knowledge Hub, LinkedIn and Twitter feed to promote a balanced view and forum for debate. As an independent voice, separate from the developer or Government, NuLeAF's communications are more likely to be trusted by local authorities and communities. We</li> </ul> </li> </ul>			

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>therefore have scope to debate issues on social media and challenge inaccuracies in reporting of GDF issues in an effective and credible way.</p> <ul style="list-style-type: none"> <li>• Exploring with RWM and relevant local authorities the potential for hosting an 'annual gathering' of GDF communities in which they could share experiences and engage with RWM and Government</li> <li>• Undertaking, either directly or through commissioning a third party, an independent annual review of the siting process from a local government perspective.</li> <li>• Alerting RWM to any issues that local authorities raise or to any barriers to local authorities and communities progressing within the siting process</li> <li>• 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</li> </ul>			

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>Objective 19. 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.</b>			
<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. In 2018/19 this will include:</p> <ul style="list-style-type: none"> <li>• Submission of a detailed response to the consultation on the Welsh policy for community involvement in a future GDF siting process. This will be informed by our Welsh member authorities.</li> <li>• Attendance, with RWM, at the Welsh LGA conference in Llandudno.</li> <li>• Responding to any other engagement opportunities as required.</li> </ul>	<p>Submission of a detailed response to the consultation on the Welsh policy for community involvement in a future GDF siting process. This will be informed by our Welsh member authorities.</p> <p>Attendance, with RWM, at the Welsh LGA conference in Llandudno.</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. While many aspects of the policy in Wales will be similar to England, there are also clear differences in terms of local government structure, planning and other issues such as Welsh language and culture.</p> <p>NuLeAF participated in a Welsh Government meeting on the GDF siting process in early 2017. NuLeAF will continue to work with RWM, the Welsh Government, Welsh LGA and our Welsh local authority members to encourage participation in future engagement events and to support any Welsh authority entering the process.</p>
<b>Objective 20. Participation and engagement in international networks on geological disposal</b>			
<p>In 2018/19 NuLeAF will:</p> <ul style="list-style-type: none"> <li>• Attend GMF meeting in Belgium in April 2018. This will enable direct dialogue with the European Parliament and also include a site visit to the underground test facility at Dessel.</li> </ul>	<p>Meetings attended as planned.</p> <p>Reports on meetings provided to NuLeAF Steering Group.</p>	<p>That NuLeAF and its members build a better understanding of the experience of geological disposal in other countries.</p>	<p>In 2017, NuLeAF affiliated to the GMF (Group of European Municipalities with nuclear Facilities), which includes those local authorities across the continent with nuclear facilities. Of particular interest is the ENWD (European Local Network of</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<ul style="list-style-type: none"> <li>• Host (as noted above) international delegates from GMF who visit the NDA Stakeholder Summit. NuLeAF will organise an opportunity for RWM senior management to speak to NuLeAF and GMF members. We will also seek to organise a presentation from an representative of Osthhammer, Sweden, who was involved in their siting process.</li> <li>• Attend the GMF AGM in Vienna in November 2018 and participate in the IAEA meeting on radioactive waste management being held at the same time.</li> </ul>			<p>Radioactive Waste Dialogue). This sits within the GMF and represents municipalities and regions which already host or are interested in hosting a nuclear waste repository.</p> <p>NuLeAF membership of the GMF/ENWD enables local authorities involved in the UK siting process to participate in ENWD meetings and share experiences and understanding with their counterparts from elsewhere in Europe. It also has potential for the organisation of local government led visits to GDF developments outside the UK.</p>

**WORK IN SUPPORT OF MEMBER LOCAL AUTHORITIES (16%)**

**LEGACY MANAGEMENT IMPLICATIONS OF POTENTIAL NEW NUCLEAR BUILD**

**Objective 21. 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.**

Engage with the NDA, EDF, Horizon/Hitachi, NuGen and other interested parties to raise any concerns NuLeAF members have on the impacts of New Nuclear Build on radioactive waste management	NuLeAF to engage as appropriate.	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.	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.
Monitor developments in the Government's approach to Small	Provide updates to the membership through SG papers		

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
Modular Reactor technology (Advance Nuclear Technologies) and their potential to impact on site end states and waste facilities.	and e-bulletin as appropriate.		
<b>Objective 22. 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</b>			
Meet with the New Nuclear Local Authorities Group (NNLAG) secretariat and/or membership as appropriate.	<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/ ANT 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>
<b>EDF ENERGY</b>			
<b>Objective 23: Engage further in dialogue with EDF Energy to discuss their plans for decommissioning and the role that host communities and local authorities could play.</b>			
To monitor developments in EDFE plans and strategy for decommissioning and comment and update members as appropriate.	Provide updates to members through papers to SG and e-bulletins.	That over the coming years EDFE plans for decommissioning are acceptable to host communities and local authorities.	The majority of EDFE nuclear stations are currently due to cease generating 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.

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>SUBMARINE DISMANTLING PROJECT</b>			
<b>Objective 24. 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.</b>			
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
<b>ENGAGEMENT WITH SELLAFIELD AND SLCS</b>			
<b>Objective 25. 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.</b>			
<p>Engage with Magnox to raise concerns about changes to plans for Intermediate Level Waste treatment /Fuel Element Debris storage and wider site 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</p>	<p>Maintain regular contact with Magnox on these issues. Hold at least one discussion between Magnox and members at Steering Group and/or RWPG.</p> <p>Attend at least 80% of Site Remediation and Decommissioning Theme Overview Group meetings.</p>	<p>Ensure engagement leads to greater clarity on proposals and higher satisfaction with what is proposed.</p> <p>This is to be assessed through the bi-annual survey of members and feedback from Steering Group meetings.</p>	<p>Magnox plans for the management of ILW/FED continue to evolve. Local authorities and NuLeAF are taking a keen interest in proposals for 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</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>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>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><b>Objective 26. 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.</b></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 potential changes to arrangements for engagement with local authorities, as identified in Strategy III.</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><b>OTHER WORK</b></p>			
<p><b>Objective 27. Engage with the Government, NDA and industry on other issues of concern to NuLeAF members</b></p>			
<p>Monitor developments in the planned NDA Transport Strategy and engage as appropriate.</p>	<p>As and when the Transport Strategy is developed further, engage with NDA through hosting</p>	<p>That the transport of nuclear materials is undertaken appropriately and in a way which</p>	<p>The NDA has committed to develop a Transport Strategy. The exact timetable for its</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<p>Engage more widely on nuclear transport issues as they arise.</p> <p>Convene a discussion at Steering Group on nuclear Emergency Planning and ask the Local Government Association (LGA) to consider enhanced work on Emergency Planning in general.</p> <p>Monitor developments related to Brexit and Euratom and provide regular updates to members.</p> <p>Continue to monitor developments in nuclear safety in light of the learning from the Fukushima accident and elsewhere.</p>	<p>a discussion at Steering Group and submitting a response to any consultation.</p> <p>In 2018/19, hold a discussion on Emergency Planning at a Steering Group Meeting.</p> <p>Participate in the BEIS Euratom Industry Brexit Forum. Report on these meetings and other developments to Steering Group and RWPG as appropriate.</p>	<p>minimise community concerns.</p> <p>That the NDA develops effective transport planning for its sites to minimise the negative impacts of work related travel on local communities.</p> <p>That NuLeAF members are informed on developments in Emergency Planning as they relate to nuclear decommissioning and nuclear safety.</p> <p>That NuLeAF members are aware of the implications of the UK's decision to leave Euratom.</p> <p>That NuLeAF members informed on developments in nuclear safety.</p>	<p>development is not as yet clear. More widely, the transport of nuclear materials and the impact of work related traffic around NDA sites are issues of concern to communities.</p> <p>There have been developments in Emergency Planning over the last few years. Local authorities and communities expect proper arrangements for emergency planning to be in place around all nuclear facilities.</p> <p>The decision to leave the European Union has significant implications for nuclear waste management. New arrangements will have to be established to replace the Euratom framework.</p> <p>Accidents and safety around legacy waste are of significant concern to members. NuLeAF will continue to monitor developments and their implications for local authorities.</p>

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>BUSINESS SUPPORT &amp; MEMBER SERVICES</b>			
<b>Objective 28. Support Executive Director in delivering Geological Disposal Facility work programme</b>			
<p>The Director's Assistant will attend, as appropriate, meetings with Dept. of Business, Energy &amp; Industrial Strategy and RWM and help take forward work agreed with RWM on the Geological Disposal Facility White Paper process.</p>	<p>Actions to include:</p> <ul style="list-style-type: none"> <li>• Attendance at meetings as appropriate</li> <li>• Organisation of events and meetings as agreed</li> <li>• Background research and information gathering</li> </ul>	<p>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.</p> <p>This is to be assessed through the bi-annual survey of members, feedback from Steering Group meetings, and feedback from NDA and RWM.</p>	
<b>Objective 29. Support Executive Director in delivering other aspects of NuLeAF work programme</b>			
<p>Provide:</p> <ul style="list-style-type: none"> <li>• On-going monitoring of developments in radioactive waste management advising Executive Director as appropriate.</li> <li>• On-going monitoring of government policy &amp; strategy</li> <li>• Draft Annual Report and Finance and Staffing paper to AGM.</li> <li>• NuLeAF Annual Report to Local Government Association</li> </ul> <p>Act as initial point of contact for NuLeAF members and external bodies providing information where appropriate.</p>	<p>Annual report, Local Government Association report and other information submitted.</p>		

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
Support Head of Planning at Suffolk County Council in dealing with any HR issues.	Draft paper to AGM re employment of Executive Director and Director's Assistant. Process any HR requirements following AGM decision.		
<b>Objective 30. Support NuLeAF meetings and other events.</b>			
<p>Deliver Steering Group meeting, seminar (if scheduled), AGM and Radioactive Waste Planning Group meetings.</p> <p>Assist in organising a socio-economic forum with NDA</p>	<p>Arrangement of:</p> <ul style="list-style-type: none"> <li>• 4 Steering Group meetings &amp; AGM</li> <li>• 1 NDA/Site Licensee Company Engagement meeting</li> <li>• 1 seminar (opt)</li> <li>• 3 or 4 Radioactive Waste Planning Groups</li> </ul> <p>Delivery of socio-economic forum event in 2018/19.</p>		
<b>Objective 31. Ensure effective web and new media communication.</b>			
<p>Draft monthly newsletter and quarterly e-bulletin.</p> <p>Research and draft case studies and papers as appropriate.</p> <p>Keep website and new media up to date</p>	<p>Production of 8 newsletters and 4 e-bulletins</p> <p>Website kept up to date to provide information resource for members and others.</p> <p>Monitor Twitter feed and post tweets as appropriate on topics of interest to followers.</p> <p>New articles posted on LinkedIn site at least 4 times per month.</p>		

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>Objective 32. Oversee finance and accounts.</b>			
<p>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 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>	<p>Submission of finance reports and other information as required.</p> <p>Produce end of year accounts and submit to auditors.</p>	<p>That NuLeAF has effective financial management systems.</p> <p>That NuLeAF is put on a firm financial footing, with a balanced budget, providing long term stability.</p>	

Key Tasks 2018-19	Outputs	Outcomes	Comments and funding allocation
<b>CONSULTATIONS</b>			
<b>Objective 33. Monitor other relevant national and local policy development; report on engagement opportunities to members. Prepare and submit NuLeAF comments as appropriate.</b>			
<p>NuLeAF will develop detailed responses to all relevant consultations, 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"> <li>• Provide a detailed response to the consultation on the NPS aspects of the GDF siting process and advise BEIS, DCLG and RWM on the planning elements of the process as these develop.</li> <li>• Prepare a detailed submission to the BEIS consultation on proposals for community engagement aspects of the GDF process and advise BEIS on the final policy through direct meetings.</li> <li>• Prepare a detailed response to the consultation by the Welsh Government on the GDF siting process in Wales</li> <li>• Respond to the consultation on the NDA Radioactive</li> </ul>	<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>

<b>Key Tasks 2018-19</b>	<b>Outputs</b>	<b>Outcomes</b>	<b>Comments and funding allocation</b>
Waste Strategy  We will respond to all other relevant consultations as appropriate.			

## Engagement Calendar 2018/2019

6 June 2018, 12 September 2018, 5 December 2018, 20 March 2019	NuLeAF Steering Group meeting
9 May, 8 August 2018, 24 October 2018, 30 January 2019	Radioactive Waste Planning Group meeting
10 & 11 July 2018	NDA Stakeholder Summit
8 May 2018, 7 August 2018, 18 September 2018, 30 October 2018, 11 December 2018, 12 February 2019, 26 March 2019.	Site Remediation & Decommissioning Theme Overview Group meeting
10 May 2018, 9 August 2018, 20 September 2018, 1 November 2018, 13 December 2018. 2019 dates tba.	Integrated Waste Management Theme Overview Group meeting
No dates announced.	Critical Enablers Theme Overview Group meeting
3 October 2018, 21 November 2018, others tba.	Dept. of Business, Energy and Industrial Strategy/RWM/NDA liaison meeting/teleconference
4 June 2018, 11 June 2018, 19 September 2018	Low Level Waste National Waste Programme
3-5 July 2018	LGA Conference
29-30 May	RWM Comms Team
2 May 2018, 26 September 2018. 2019 dates tba.	CoRWM plenary meeting
12-16 November 2018	IAEA conference
11-12 April 2018	GMF site visit to Dessel
13 November 2018	GMF AGM, Vienna

# Finance for FY2018/2019

## Finance for FY2018/2019

### *Budget Income FY 2018-19*

Nuclear Decommissioning Authority	£30,000
Radioactive Waste Management Ltd	£72,000
Local Authority membership	£18,130
Commissioned work	£5,000

*Total* £125,130

Budget surplus FY 2018-19 £1,381

### *Budget Expenditure FY 2018-19*

Salaries and wages	£105,409
Travel, accommodation & subsistence	£9,380
Room hire and catering	£3,600
Printing, postage, stationery	£135
Staff office costs & expenses	£4,050
GMF subscription	£1,100
Conference attendance fees	£75

*Total* £123,749

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

# Contacts

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