

Meeting:	NuLeAF Annual General Meeting, 20 th March 2019
Agenda Item:	3
Subject:	Annual Report
Author:	Catherine Draper
Purpose:	To provide an overview of organisational developments and activities since the AGM in June 2018

Introduction

This report provides an overview of organisational developments and activities since the AGM in June 2018.

Recommendation

It is recommended that the AGM agrees that the report presents a true picture of organisational developments and activities.

1. Context

The past year has seen a range of activities in nuclear waste and decommissioning:

- The long-awaited launch of the Geological Disposal Facility siting process took place in December 2018 with the publication of the Working with Communities policy in England. The Welsh policy was launched in January 2019.
- In July, NuLeAF members were joined by local government colleagues from Spain, Sweden and Hungary at the NDA Stakeholder Summit in Gloucestershire.
- There has been further engagement on in-situ disposal of radioactive waste and the proposals to accelerate decommissioning of Magnox reactors.

A review of the year's activities against workstreams is attached as Annex A.

2. Overview of Organisational Developments and Activities

Organisational developments and activities have included:

Steering Group

Four meetings of the Steering Group have been held in: Manchester (September 2018 and March 2019) and London (June and December 2018). Guest speakers were:

- Andrew New, Paul Heath and Pip Hatt, Magnox to discuss their work programme.
- Stephen Brown, RWM on the GDF siting process prospectus.
- Anna Clark and James McKinney, NDA on their work programme.

- Stephen Reece, RWM on Site Evaluation for the GDF siting process.
- Keith Duncan, BEIS, & Andrew van der Lem, NDA, on socio-economics.
- Jacq Longrigg, NDA, on nuclear skills and socio-economic strategy review.

Where possible, presentations from the meetings are posted on NuLeAF's website for the benefit of those who were unable to attend the meeting.

The Radioactive Waste Planning Group (RWPG)

The RWPG has met twice since the last AGM. It continues to provide a mechanism for officer review and discussion of key issues prior to preparation of reports for the Steering Group. During the course of the year topics discussed included:

- In-situ disposal of radioactive waste
- Site criteria for the Geological Disposal Facility
- Joint working between the local authority and Magnox to establish a masterplan for decommissioning.

Government, NDA, RWM, Magnox and regulators continue to use the RWPG as an opportunity to engage with local authority planners and receive their expert opinion.

Siting a Geological Disposal Facility process

Following consultation on the Working with Communities policy and the NPS in early 2018, NuLeAF continued to engage with government and RWM. Dr Stephen Brown of RWM attended the September Steering Group, where members provided considerable comment on the current draft version of the GDF prospectus. At the December Steering Group and January Radioactive Waste Planning Group, members provided input to the Site Evaluation criteria and NuLeAF submitted responses to the consultations on Site Evaluation for England and Wales, and also attended a workshop on the topic organised by RWM.

The Working with Communities policy was published on 19th December, and NuLeAF alerted members via email, tweets and LinkedIn to the various documents published by BEIS and RWM.

NuLeAF's Chair and Executive Director provided support to RWM at the LGA conference, and the Executive Director also attended the Welsh LGA conference.

NuLeAF's Executive Director went to RWM's offices and provided briefings to their communications teams on local government and its perspective on the GDF siting process.

NDA related work

In terms of the NDA estate we have:

- responded to the consultation on the NDA Business Plan 2019-2022;
- assisted NDA in sending out invitations to the Stakeholder Summit which took place in Gloucestershire in July 2018, and worked with them to include a

group of European representatives from the Group of Municipalities with Nuclear Facilities (GMF);

- continued engagement with government on work on Proportionate Regulatory Controls (PRC) and in-situ disposal of radioactive waste for nuclear licensed sites;
- responded to a wide range of consultations by government, NDA, and Magnox; and
- invited a wide range of speakers from Magnox, NDA, government, and the regulators to both Steering Group and Radioactive Waste Planning Group meetings to present on a range of issues of interest to the membership.

Member Authorities

NuLeAF has 103 member authorities comprising: 15 contributing authorities, 81 corresponding members, 3 National Park Authorities and 4 Nuclear Free Local Authorities (NFLA) co-optees. The list of member authorities is attached. A financial contribution was received from 1 of the corresponding members, but this was not at full membership rates.

Services to Member Authorities

Services to member authorities continue to be maintained and new opportunities to provide added benefit sought.

E-bulletins have been published following each Steering Group meeting summarising the discussions and decisions and alerting the readership to other topics of interest. Mini e-bulletins are produced intermittently when there are enough news items to warrant publication.

A newsletter rounding up items of interest, dates for the diary and current consultations is sent out to contributing member authorities in those months when an e-bulletin is not issued.

The website continues to be updated with papers and items of interest on a regular basis.

An LGA Knowledge Hub group provides a resource of information on the Geological Disposal Facility siting process, and other NDA related activities.

Items of interest are posted on the NuLeAF forum on LinkedIn and on Twitter.

Responses to Consultation

During the course of the year [consultation responses](#) and comments have been submitted on:

- Regulation of nuclear licensed sites in the final stages of decommissioning;
- Nuclear Safeguards Regulations;
- NDA Radioactive Waste Strategy;
- Lancashire County Council Minerals and Waste Plan;
- Draft NDA Business Plan 2019-22; and

- Site Evaluation for sites in England and Wales as part of the GDF siting process.

Events and Representation at Meetings

Officers have arranged or attended a large number of meetings and workshops on GDF and other nuclear legacy management issues. These include:

- the NDA's Integrated Waste Management and Site Decommissioning and Remediation Theme Overview Groups;
- the LLWR's Integrated LLW Programme Delivery Overview Group,
- GDF liaison meetings with Government and Radioactive Waste Management (RWM);
- NDA Stakeholder Summit;
- CoRWM plenary meetings;
- LGA Conference 2018 and Welsh LGA Conference 2018;
- Participated in IAEA technical meeting in Vienna on 'Learning from Experience on local involvement in Radioactive Waste Management';
- On behalf of ENWD carried out a review of the group's purpose and prepared a report for a meeting of the GMF in Brussels. Attended same.
- Hosted a group of GMF members at the NDA Stakeholder Summit.
- Met with the new convenors of Scottish Council Committee on Radioactive Substances.
- Participated in BEIS' Radioactive Substances Policy Group

NuLeAF MEMBER AUTHORITIES

Contributing members:

1. Allerdale Borough Council
2. Barrow-in-Furness Borough Council
3. Copeland Borough Council
4. Cumbria County Council
5. Dorset County Council
6. Essex County Council
7. Manchester City Council
8. Oxfordshire County Council
9. Sedgemoor District Council
10. Shepway District Council
11. South Gloucestershire Council
12. Suffolk Coastal District Council
13. Suffolk County Council
14. West Somerset District Council
15. Ynys Mon County Council

Corresponding members

16. Arun District Council
17. Ashford District Council
18. Birmingham City Council
19. Blackpool Borough Council
20. Braintree Borough Council
21. Breckland District Council
22. Broadland District Council
23. Bromsgrove District Council
24. Caerphilly County Borough Council
25. Carlisle City Council
26. Chelmsford Borough Council
27. Chesterfield Borough Council
28. Cheshire West and Chester Council
29. Colchester Borough Council
30. Cornwall Council
31. Dacorum District Council
32. Denbighshire County Council
33. Derby City Council
34. Derbyshire Dales District Council
35. Devon County Council
36. Durham County Council
37. Eden District Council
38. Forest of Dean District Council
39. Forest Heath District Council
40. Fylde Borough Council
41. Great Yarmouth Borough Council
42. Greater London Authority
43. Gwynedd County Council
44. Halton Borough Council
45. Hampshire County Council
46. Harlow District Council
47. Hartlepool Borough Council
48. Hyndburn Borough Council
49. Kent County Council
50. Kings Lynn & West Norfolk District Council
51. Lancashire County Council
52. Lancaster City Council
53. Leeds City Council
54. Leicestershire County Council
55. Lewes District Council

56. Liverpool City Council
57. London Borough of Hackney
58. London Borough of Harrow
59. London Borough of Hillingdon
60. London Borough of Newham
61. London Borough of Tower Hamlets
62. Maldon District Council
63. Melton Borough Council
64. Merseyside Environmental Advisory Service
65. Newcastle-under-Lyme Borough Council
66. Norfolk County Council
67. Northamptonshire County Council
68. North East Derbyshire District Council
69. North London Waste Planning
70. North Norfolk District Council
71. Norwich City Council
72. Nottinghamshire County Council
73. Northumberland County Council
74. Oldham Metropolitan Borough Council
75. Pembrokeshire County Council
76. Plymouth City Council
77. Purbeck District Council**
78. Rutland County Council
79. Scarborough District Council
80. Solihull Metropolitan Borough Council
81. Somerset County Council
82. South Ribble Borough Council
83. Southampton City Council
84. South Norfolk District Council
85. Stroud District Council
86. Spelthorne Borough Council
87. Tameside Metropolitan Borough Council
88. Taunton Deane Borough Council
89. Tendring District Council
90. Tunbridge Wells District Council
91. Vale of the White Horse District Council
92. Wansbeck District Council
93. Waveney District Council
94. West Berkshire District Council
95. West Lindsey District Council
96. Worcestershire County Council

NFLA authorities

97. Caerphilly County Council
98. Cardiff City Council
99. Hull City Council
100. Leeds City Council

National Parks Authorities

101. Lake District National Park Authority
102. North Yorkshire Moors National Park Authority
103. Snowdonia National Park Authority

**provided financial contribution in FY2018-19

Annex A NuLeAF Activity Plan: Report 2018-19

On target	Getting there	No action due to external influences	Action yet to be completed.
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WORK IN SUPPORT OF NDA MISSION	
1. Identify key issues for members resulting from NDA Strategy implementation including Parent Body Organisation competitions, community benefits, and waste storage consolidation proposals.	
1.1 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.	
Since 1 st April 2018, the Executive Director (ED) has attended 1 meeting of the IWM TOG, and 4 of the SDR TOG. There has been no contact with the SNF&NM TOG in this period and the CE TOG appears to be in abeyance. NuLeAF's Executive Director has also been invited to join the Radioactive Substances Policy Group (RSPG) and participated in their meeting in March 2019.	
1.2 Participate in NDA stakeholder events & report back to members.	
The NuLeAF Chair, Vice-Chairs and Secretariat attended the NDA Stakeholder Summit held in Gloucestershire, along with a group of NuLeAF member authorities (both elected members and officers). Also participated in Magnox reactor accelerated decommissioning workshop.	
1.3 Oversee how the recently revised Value Framework is applied in determining preferred options for decommissioning and radioactive waste management.	
NuLeAF has written to NDA regarding the review of risk analysis tools following a presentation at an SDR TOG. A response is awaited.	
2. Provide support and advice to NDA for the delivery of Strategy III.	
2.1 Feeding back to Steering Group and RWPG on matters related to NDA Strategy	
All meetings of the Steering Group and Radioactive Waste Planning Group receive a paper providing updates on national developments in radioactive waste management. Andrew van der Lem attended the December Steering Group to speak about socio-economics.	
2.2 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	
The Executive Director has attended a total of 5 TOG meetings and has used the opportunity to express the local authority point of view on the issues under discussion.	
2.3 Respond to the consultation on the NDA Business Plan 2019-22.	
The consultation was launched on 3rd December and was noted in E-bulletin 52. A draft response will be circulated amongst members and submitted following comment.	
3. Advise on the development of the NDA's Radioactive Waste Strategy and encourage maximum consultation with NDA site host communities.	
3.1 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>The Executive Director (ED) attended 5 TOG meetings and any discussions on the Radioactive Waste Strategy were reported back in papers to both the Steering Group and Radioactive Waste Planning Group. The ED also attended 3 meetings of the Integrated Radioactive Waste Programme group and participated in a teleconference call. He has subsequently provided written comments on the IRWP baseline review papers.</p>	
<p>3.2 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>David Loudon spoke on the NDA Integrated Waste Strategy at a meeting of the Radioactive Waste Planning Group on 9th May. James McKinney attended the Steering Group meeting on 12th September. Reports have been presented to both meetings as information has become available.</p>	
<p>3.3 Provided a detailed response to the consultation on the Radioactive Waste Strategy due in 2018, informed by the views of NuLeAF members.</p>	
<p>NuLeAF circulated a draft response to members for comments and a final response was submitted.</p>	
<p>4. Support NDA Stakeholder Engagement through use of the Steering Group and RWPG.</p>	
<p>4.1 NuLeAF's meetings provide a ready-made forum for NDA (as well as SLCs and regulators) to engage with local authority representatives.</p>	
<p>Magnox Ltd attended the Steering Group meeting on 6th June, the first in what will be annual meetings to discuss members issues and concerns. Anna Clark & James McKinney attended the Steering Group meeting on 12th September to discuss how their work programmes on site remediation and decommissioning and integrated waste management worked together. Andrew van der Lem participated in the socio-economic summit which was part of the Steering Group meeting on 5th December. NDA, LLWR Ltd, Sellafield Ltd and Magnox Ltd attended the Radioactive Waste Planning Group (RWPG) meeting on 9th May to give presentations and take questions on low level waste. This is the third annual meeting on this topic. Emily James (BEIS) and Frank Wigley (NDA) attended the RWPG meeting on 24th October to discuss and receive further input from the group on proposals for in-situ disposal. Elly Joyce (Magnox) attended the RWPG meeting on 30th January and gave a presentation with Charlotte Rushmere of Dorset County Council on their joint working to produce a masterplan for the Winfrith site.</p>	
<p>4.2 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>A report summarising updates on developments in radioactive waste management are presented at all meetings. For information on presentations please see above.</p>	
<p>4.3 Depending on the timing of initiatives and the availability of NDA staff, planned facilitated discussions will be on:</p> <ul style="list-style-type: none"> • Developments in related areas of NDA policy around Proportionate Regulatory Controls (PRC), near surface disposal and Magnox accelerated decommissioning • The NDA Skills agenda • Community benefits • NuLeAF policy on Higher Activity Waste (HAW) 	
<p>See 4.1. In addition, a socio-economic summit was held at the December Steering Group and in addition to hearing from Andrew van der Lem, heard a presentation from Keith Duncan of BEIS on the Nuclear Sector Deal and also debated the issues</p>	

around community benefits. Jacq Longrigg (NDA) attended the Steering Group meeting on 20 th March and spoke on nuclear skills.	
Other discussions will be organised in response to new consultations/initiatives or at the request of members or the NDA.	
See 4.1	
5. Provide support and advice for NDA work on socio-economics and skills.	
5.1 Host a discussion on nuclear decommissioning industry skills development between NDA and NuLeAF members at a NuLeAF Steering Group.	
A socio-economic summit was held at the Steering Group meeting on 5 th December 2018. Questions on skills were posed to Andrew van der Lem. Jacq Longrigg gave a presentation on nuclear skills to the Steering Group meeting on 20 th March 2019. Andrew van der Lem also met twice with NuLeAF's Executive Director to discuss the review of NDA socio-economic strategy and has highlighted his wish to engage with NuLeAF further on this topic.	
5.2 Host a discussion on Community Benefits at our Steering Group	
Reference was made to community benefits at the meeting on 5 th December, particularly in relation to sites where radioactive waste is being hosted from other sites and for longer than originally expected. NuLeAF is developing a new position paper on Socio-economics which will include Community Benefits. This was discussed at the Steering Group meeting on 20 th March 2019.	
5.3 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.	
NuLeAF is waiting for publication of the full suite of lifetime plans for each site before progressing this workstream.	
5.4 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.	
NuLeAF wrote to the LGA's Executive Director who extended an offer to NuLeAF to present to the 'superboard' at an appropriate time. Once agreement on a date for this is agreed, NuLeAF will discuss with NDA.	
5.5 Engage with the Parent Body Organisation for Magnox to represent NuLeAF member concerns on socio-economic issues and the provision of community investment	
This issue was raised with Magnox Ltd at the meeting on 6 th June.	
5.6 Continue to represent member interests with NDA in respect of Sellafield.	
NuLeAF wrote to NDA regarding concerns that cessation of work on the NDA transport strategy would impact the development of the Sellafield transport strategy. NuLeAF was advised that this workstream will develop in early 2019 and further engagement will take place.	
6. Provide support and guidance for ongoing work on Proportionate Regulatory Controls (PRC) and in-situ disposal	
6.1 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.	
NuLeAF members have provided considerable input to discussions on in-situ disposal. Emily James (BEIS) and Frank Wigley (NDA) attended the RWPG meeting on 24 th October. Members of the RWPG have provided written comments on the draft national narrative, and have responded to questions from Penny Dunbabin (BEIS) on EIADR.	

6.2 NuLeAF to attend the Site Decommissioning and Remediation (SDR) TOG meetings and feed into discussions on this issue.	
The Executive Director has attended 4 SDR TOG meetings in this period.	
6.3 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.	
See 6.1. A number of planning officers also attended the Magnox reactor dismantling meeting held by NDA in November 2018. On behalf of NuLeAF, planning officers have also participated in TOG meetings where issues around PRC and in-situ disposal have been discussed. Responded to an informal request for views from BEIS on whether local authorities would consider regulating EIADR following delicensing of nuclear site.	
7. Represent local government on proposals for accelerated decommissioning of Magnox sites.	
7.1 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.	
NuLeAF members and secretariat attended the workshop organised by NDA on November 28 th . NuLeAF secretariat issued invitations on behalf of NDA and encouraged participation.	
8. Provide support for the NDA's Stakeholder Summit and international meeting of local authorities.	
8.1 Encourage participation from local authorities at the 2018 Stakeholder Summit and work with NDA staff to manage their transport and accommodation needs.	
NuLeAF secretariat circulated meeting invitation and worked with NDA staff to coordinate travel and accommodation requirements. Members have also been advised of the dates of the 2019 Summit.	
8.2 Host a meeting between David Peattie, CEO of NDA and NuLeAF members and GMF members	
A meeting was held on 10 th July.	
8.3 Organise a conference dinner for local authorities and international delegates with guest speakers	
A dinner was arranged for NuLeAF and GMF members on 10 th July. Cllr Penny Wride of Stroud District Council gave the welcome and Dennis Thompson, MD of LLWR gave a short speech.	
8.4 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.	
Around 50 GMF members from Spain, Sweden and Hungary attended.	
8.5 If requested by GMF members, work with NDA to organise a site visit to the Berkeley nuclear site.	
NuLeAF secretariat liaised with Magnox staff to arrange a site visit for GMF members.	
9. Work with Magnox to enhance dialogue and engagement with local government.	
9.1 Hold a meeting, involving NuLeAF members and senior Magnox staff, in summer 2018.	
Meeting held 6 th June. The meeting included presentations and 'round table' discussions by both NuLeAF and Magnox. The aim was 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 and plans for individual sites. These meetings will be an annual event in future.	

10. Work with LLWR to support enhanced Low-Level Waste Management.	
10.1 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.	Green
Meeting held 9 th May.	
10.2 NuLeAF to attend meetings of the LLW Delivery Overview Group (DoG) and regulators group; and other meetings as appropriate.	Green
Executive Director attended 2 LLW National Waste Programme meetings.	
10.3 Report on developments in LLW to Steering Group and RWPG meetings.	Green
Reports on radioactive waste management developments are made to all meetings.	
11. Provide monitoring and support for Local Authority Plans	
11.1 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.	Yellow
On-going.	
11.2 NuLeAF will submit consultation responses to all relevant local and waste plan revisions as appropriate and support members in preparing their own consultation responses.	Green
Comments were submitted on the Local Plan consultations by Lancashire County Council and South Gloucestershire Council.	
11.3 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.	Green
All RWPG meetings include updates from officers on developments in their area.	
11.4 NuLeAF will continue to press BEIS, Defra and MHCLG for a more integrated approach to radioactive waste management in terms of national policy.	Yellow
NuLeAF wrote to MHCLG regarding the need for planning guidance. It is understood that BEIS will shortly begin a process of developing local authority guidance for in-situ disposal, working with NuLeAF, and that MHCLG will also be involved.	

WORK IN SUPPORT OF RWM MISSION	
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.	
12.1 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.	Green
Five liaison meetings or teleconferences were held in this period, with additional phone conversations between the Executive Director and members of RWM/BEIS staff as required.	
12.2 Out-with 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.	Green
NuLeAF's ED speaks regularly to a range of RWM staff and updates them on issues of concern or information they might find useful. In December NuLeAF wrote to Stephen Brown of RWM setting out a range of information requirements that local authorities believe would be useful as the GDF siting process moves forward.	

12.3 Regular reporting and discussion of developments in the Geological Disposal Facility siting process at NuLeAF Steering Group and Radioactive Waste Planning Group meetings.	
A GDF siting process paper is a standing item on the agenda for both meetings. RWM have used Steering Group and RWPG meetings on a regular basis to present to local government and get feedback on specific elements of the siting process.	
13. Build awareness of the Geological Disposal Facility and the potential for local government to become involved in the new siting process.	
13.1 Continue to work with RWM and BEIS to help disseminate information through DCN, CCN, ADEPT and SOLACE.	
In general, RWM has opted to engage with these groups directly.	
13.2 Maintain regular dialogue with key officials within the LGA and explore the scope for engagement with relevant LGA Boards and other fora.	
Eamon Lally, Senior Policy Advisor to the Environment Board at LGA attended the AGM, and an update meeting with the Executive Director took place on 30 th January 2019. Eamon was also briefed on the launch of the Working with Communities policy, as was the LGA media office. The LGA Chief Executive has offered NuLeAF an opportunity to present to the relevant GDF board at the appropriate time.	
13.3 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.	
NuLeAF's ED delivered detailed presentations to RWM staff on local government structures and ways of working as part of RWM's organisational readiness preparations.	
13.4 Provide the intelligence to enable RWM to knowledgeably undertake its direct engagement activities with any individual local authorities by providing summary briefings prior to meetings taking place.	
To date, NuLeAF is unaware of any approach to RWM by a local authority.	
13.5 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.	
RWM staff attended two Steering Group meetings and one RWPG meeting within this period to discuss a) the siting prospectus, and b) site evaluation. The June Steering Group meeting received a presentation from the ED on NuLeAF's policy on geological disposal and held a discussion. This reaffirmed NuLeAF's support for a GDF and to a commitment to review and update the policy once the final Working with Communities policy was published.	
13.6 Attend the 2018 Local Government Association Conference in Birmingham, support RWM as appropriate and help facilitate meetings between RWM and local authorities if required.	
NuLeAF's Chair and Executive Director attended the LGA conference and provided support to RWM as required. Prior to the conference, NuLeAF circulated an invitation to members to meet with RWM.	
13.7 Work with RWM to develop a proposal for work by a third party to build profiles of local authorities and a database of contacts.	
NuLeAF managed the sourcing and procurement of two contracts to provide a) a database of local authority contacts, and b) county council profiles. NuLeAF managed the contracts holding inception and review meetings with the contractors and RWM staff. Both contracts were completed on time and to the satisfaction of RWM. A further two contracts were managed with the same consultant for the provision of a) profiles of the remaining unitary authorities in England, and b) profiles of Welsh local authorities.	

13.8 Act as an independent and impartial advisor to any local authorities interested in entering the siting process.	
No activity in this workstream to date as siting process is in early stages.	
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	
14.1 Working with Communities: <ul style="list-style-type: none"> Submit a detailed response to the BEIS Consultation on Working with Communities. Work with and advise BEIS colleagues as they finalise the Communities policy in advance of launch. 	
A draft response was circulated amongst NuLeAF members for comment, and a revised response was submitted. Meetings were held with Dawn Armstrong (BEIS) after the consultation had closed to review NuLeAF's response and local authority concerns.	
14.2 Land use planning: <ul style="list-style-type: none"> 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. NuLeAF to seek to present evidence on the NPS to the anticipated BEIS Committee enquiry on this issue. 	
A draft response was circulated amongst NuLeAF members for comment and a revised response was submitted. NuLeAF's Executive Director presented evidence to the BEIS Committee enquiry on 10 th July.	
15. Support RWM through the testing of communication materials and resources around the GDF process.	
15.1 Assist RWM in the preparation and testing of planned materials for local authorities. This might include: <ul style="list-style-type: none"> The provision of feedback on online and paper communication materials on the geological aspects of the GDF siting process 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. 	
Stephen Brown gave a presentation and received feedback at the NuLeAF Steering Group meeting on 12 th September 2018. Subsequently, NuLeAF submitted written comments to Mr Brown. NuLeAF's Executive Director and Chair also attended the workshop organised by the Geological Society on 26 th October. Stephen Reece attended the Steering Group meeting on 5 th December and gave a presentation on the factors in the Site Evaluation process. Matt Meldrum gave a presentation on the same to the RWPG on 30 th January. following the launch of the Site Evaluation consultation.	
16. Maintain and develop online resources on the Geological Disposal Facility for local government.	
16.1 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.	
Items posted and tweeted as information/news items arise e.g. posted links to NuLeAF's consultation responses, BEIS Select Committee evidence session broadcast. Links were posted to the Minister's Statement at launch, plus Working with Communities policy and geological information. A list of Twitter accounts which re-tweeted NuLeAF's tweets was provided to RWM.	

16.2 Maintain the information resource on the Geological Disposal Facility on the Local Government Association's Knowledge Hub and update it as required.	
Links to Working with Communities Policy and associated information uploaded when siting process opened.	
16.3 NuLeAF to review its GDF Policy and Briefings and update them as required, informed by the final GDF policy and by member views.	
NuLeAF's Steering Group reviewed Policy Statement 3 at its meeting on 6 th June and it was agreed that NuLeAF would produce two information papers, which would form Appendices to the Policy Statement, on a) the case for and against retrievability, and b) what happens if no community comes forward including the impact on those communities currently hosting the waste. A revised Policy and Briefing Paper on Geological Disposal will be published in early 2019.	
17. Advise and support RWM in developing its organisational readiness.	
17.1 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.	
Meet with RWM regional 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	
NuLeAF's Executive Director gave presentations on local government to RWM staff on 29 th and 30 th May.	
17.2 Continue to meet regularly and to liaise with others in RWM, including the GDF Siting and Engagement Director and Chief Policy Advisor, as appropriate.	
NuLeAF's Executive Director and Chair have met with Bruce Cairns and Ann McCall over the course of the year, as requested.	
17.3 Continue to assist RWM in drafting communication materials on the GDF by providing direct feedback or hosting meetings between RWM and NuLeAF members.	
Stephen Brown gave a presentation on the prospectus and received feedback at the Steering Group meeting on 12 th September. Stephen Reece gave a presentation and received feedback on Site Evaluation at the Steering Group meeting on 5 th December, and Matt Meldrum at the RWPG meeting on 30 th January.	
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	
18.1 At Launch	
NuLeAF to: <ul style="list-style-type: none"> Place an article on the Geological Disposal Facility siting process in Local Government First (Local Government Association magazine). Respond to any feedback as appropriate 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.	
On advice from BEIS and RWM, NuLeAF's initial response to launch has been limited to the production of a press release and communication to members and others via email and social media. NuLeAF would be happy to host an event and to place an article in the local government press if requested.	
18.2 Post-launch support	
If agreed with BEIS, RWM and members, this will include: <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 	

<ul style="list-style-type: none"> • 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 • Assisting RWM's regional managers to respond to queries and information requests from local authorities • Acting as a 'challenger' and 'critical friend' for RWM • Supporting ongoing communications through: <ul style="list-style-type: none"> ○ 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 ○ Assisting in the production of other information materials including a 'corrections and clarifications' service to quickly rebut misinformation or misunderstandings about geological disposal ○ 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 therefore have scope to debate issues on social media and challenge inaccuracies in reporting of GDF issues in an effective and credible way. • 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 • Undertaking, either directly or through commissioning a third party, an independent annual review of the siting process from a local government perspective. • 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>No activity as siting process only just launched and thus at a very early stage.</p>	
<p>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.</p>	
<p>19.1 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"> • 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. • Attendance, with RWM, at the Welsh LGA conference in Llandudno. • Responding to any other engagement opportunities as required. 	
<p>A response was submitted, and the Executive Director attended the Welsh LGA conference. No other engagement opportunities have arisen to date.</p>	
<p>20. Participation and engagement in international networks on geological disposal</p>	
<p>20.1 In 2018/19 NuLeAF will:</p> <ul style="list-style-type: none"> • 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. • Host (as noted above) international delegates from GMF who visit the NDA Stakeholder Summit. NuLeAF will organise an opportunity for RWM senior 	

<p>management to speak to NuLeAF and GMF members. We will also seek to organise a presentation from a representative of Osthhammer, Sweden, who was involved in their siting process.</p> <ul style="list-style-type: none"> 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. 	
<p>NuLeAF's Chair and Executive Director participated in the visit to Dessel and also met with the Chair of the European Parliament Industry, Research and Energy Committee. GMF members from Hungary, Spain and Sweden attended the NDA Stakeholder Summit. Ann McCall and Marie Berggren from Osthhammer gave a presentation and took questions on geological disposal. Two members of NuLeAF were invited to give presentations to the IAEA technical meeting in November 2018. NuLeAF's Chair and Executive Director also attended. NuLeAF has been invited to participate in taking the workstream forward. NuLeAF's Executive Director was asked to carry out a review of the ENWD sub-group of GMF and following telephone interviews and responses to a questionnaire prepared a paper for consideration. This was taken at a meeting of the GMF in Brussels in March 2019 which reviewed the working of the organisation and make plans for taking it forward. NuLeAF's Executive Director attended the same.</p>	

WORK IN SUPPORT OF MEMBER AUTHORITIES	
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.	
21.1 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	
The need to provide a joined-up approach between sites has been highlighted at meetings with NDA representatives.	
21.2 Monitor developments in the Government's approach to Small Modular Reactor technology (Advance Nuclear Technologies) and their potential to impact on site end states and waste facilities.	
Government has published further information, but work is still at an early stage and there has been no need to engage further.	
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	
22.1 Meet with the New Nuclear Local Authorities Group (NNLAG) secretariat and or membership as appropriate.	
No activity during this period.	
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.	
23.1 To monitor developments in EDFE plans and strategy for decommissioning and comment and update members as appropriate.	
It is NuLeAF's understanding that UK government is currently considering the commercial approach for early stage decommissioning of the UK's operating nuclear power stations. An announcement will be made in due course.	
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.	
24.1 Report on developments in the Submarine Dismantling Project to members.	
NuLeAF's ED attended a discussion on the SDP as part of a TOG meeting in December. Further engagement, which will involve NuLeAF, was announced at that meeting and	

is expected in early 2019.	
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.	
25.1 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.	
On-going engagement with Magnox including through annual meeting with NuLeAF members.	
25.2 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.	
At present only a limited number of lifetime plans have been published. This workstream will progress when the full suite has been published.	
25.3 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.	
The Executive Director attended 4 SDR TOG meetings. Reports on discussions at the meetings were included in all SG and RWPG papers.	
23. 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.	
Use the Steering Group, Radioactive Waste Planning Group and other engagement routes to identify members concerns and respond as appropriate.	
Regular discussion of engagement at NuLeAF meetings. Socio-economic summit held in December 2018 to explore the socio-economic offer. NuLeAF's Executive Director met twice with Andrew van der Lem to discuss the review of the NDA socio-economic strategy. Follow up discussions with NDA are planned.	
Work with NDA to discuss potential changes to arrangements for engagement with local authorities, as identified in Strategy III.	
No specific activity in this period.	
24. 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.	
Monitor and respond as appropriate.	
No activity in this period.	
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.	
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.	
On-going engagement with Magnox including through annual meeting with NuLeAF members.	
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.	
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The Executive Director attended 4 SDR TOG meetings. Reports on discussions at the meetings were included in all SG and RWPG papers.	
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.	
Use the Steering Group, Radioactive Waste Planning Group and other engagement routes to identify member concerns and respond as appropriate.	
NDA and BEIS were invited to give a presentation on socio-economics at the December Steering Group meeting.	
Work with NDA to discuss potential changes to arrangements for engagement with local authorities, as identified in Strategy III.	
On-going	
27. Engage with the Government, NDA and industry on other issues of concern to NuLeAF members.	
Monitor developments in the planned NDA Transport Strategy and engage as appropriate. Engage more widely on nuclear transport issues as they arise.	
NuLeAF has written to NDA on two occasions to raise member concerns and to establish the timetable for future work on this. NDA has committed to attending a NuLeAF meeting at the appropriate time.	
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.	
Due to number of requests for engagement from RWM, NDA and Magnox, this topic has been postponed.	
Monitor developments related to Brexit and Euratom and provide regular updates to members.	
NuLeAF's ED has attended meetings of the BEIS Brexit Euratom Forum. Regular updates on this issue are provided to Steering Group and RWPG.	
Continue to monitor developments in nuclear safety in light of the learning from the Fukushima accident and elsewhere.	
No activity in this period.	
28. Support Executive Director in delivering Geological Disposal Facility work programme	
The Director's Assistant will attend, as appropriate, meetings with the Dept. of Business, Energy & Industrial Strategy and RWM and help take forward work agreed with RWM on the Geological Disposal Facility White Paper process.	
Participated in 1 meeting and 2 teleconferences in this period. Acted as secretariat for the meetings. Tweeted at launch of Working with Community policy, alerted members to policy and to consultation on Site Evaluation.	
29. Support Executive Director in delivering other aspects of NuLeAF work programme	
Provide:	
<ul style="list-style-type: none"> • On-going monitoring of developments in radioactive waste management advising Executive Director as appropriate; • On-going monitoring of government policy and strategy; • Draft Annual Report and Finance and Staffing Paper to AGM; and • NuLeAF Annual Report to Local Government Association. 	
<ul style="list-style-type: none"> • Relevant websites regularly monitored, and information of interest forwarded to Executive Director. • Papers prepared for AGM. 	

<ul style="list-style-type: none"> Annual Report submitted to LGA. 	
Act as initial point of contact for NuLeAF members and external bodies providing information where appropriate.	
Done.	
Support Head of Planning at Suffolk County Council in dealing with any HR issues.	
On-going liaison over switch of staff to permanent contracts.	
30. Support NuLeAF meetings and other events.	
Deliver Steering Group meetings, seminar (if scheduled), AGM and Radioactive Waste Planning Group meetings.	
Organised 4 Steering Group meetings including AGM, and 3 meetings of the Radioactive Waste Planning Group.	
Assist in organising a socio-economic forum with NDA.	
NuLeAF circulated invitation to attend summit and co-ordinated local government attendance.	
31. Ensure effective web and new media communication.	
Draft monthly newsletter and quarterly e-bulleting.	
Published 6 newsletters and 3 e-bulletins.	
Research and draft case studies and papers as appropriate.	
No case studies produced.	
Keep website and new media up to date.	
Website and Knowledge Hub updated.	
Tweeted and retweeted as appropriate. Items of interest posted on LinkedIn.	
32. Oversee finance and accounts.	
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.	
<ul style="list-style-type: none"> Expenditure reviewed on a monthly basis and reported to Executive Director. Quarterly financial reports prepared for Executive Director. Accounts prepared and submitted to auditor, who found them clear and concise. All day to day financial transactions processed. 	
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.	
Travel and accommodation arrangements made via Suffolk County Council travel company. Provided input to Suffolk County Council when reviewing travel provider.	
Work with the Executive Director, the Chair and Vice-Chairs to explore all suitable avenues for new or additional funding for NuLeAF.	
The 2018-19 Funding Settlement was sufficient to not require pursuit of additional funding.	
33. Monitor other relevant national and local policy development; report on engagement opportunities to members. Prepare and submit NuLeAF comments as appropriate.	
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: <ul style="list-style-type: none"> 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. 	

<ul style="list-style-type: none"> • 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. • Prepare a detailed response to the consultation by the Welsh Government on the GDF siting process in Wales • Respond to the consultation on the NDA Radioactive Waste Strategy 	
<ul style="list-style-type: none"> • Following consultation with members, responses were submitted to the Working with Communities and NPS consultations, and the community aspects of GDF siting process in Wales. In addition, a response was given to the call for evidence on the NPS and NuLeAF's ED gave verbal evidence to the BEIS Committee. • A response to the consultation on NDA Radioactive Waste Strategy was submitted following consultation with members and discussions with David Loudon and James McKinney at RWPG and Steering Group meetings. 	
<p>We will respond to all other relevant consultations as appropriate.</p>	
<p>Responses were submitted to consultations on:</p> <ol style="list-style-type: none"> 1. South Gloucestershire Council Local Plan 2. National Planning Policy Framework 3. Regulation of nuclear licensed sites in the final stages of decommissioning 4. Nuclear Safeguards Regulations 5. Lancashire County Council Minerals and Waste Plan 6. GDF Site Evaluation consultations in England and Wales. 	