

Meeting:	NuLeAF Annual General Meeting, 11 th March 2020
Agenda Item:	3
Subject:	Annual Report
Author:	Catherine Draper
Purpose:	To provide an overview of organisational developments and activities since the AGM in March 2019

Introduction

This report provides an overview of organisational developments and activities since the AGM in March 2019.

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:

- Further moves towards 'OneNDA' including the transition of Magnox from contractor to wholly owned subsidiary of NDA;
- Development of the NDA draft strategy on Local Economic and Social Impacts;
- New Chief Executive Officer and acting Geological Disposal Facility Siting and Engagement Director at RWM Ltd; and
- A new Chief Executive at Sellafield.

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 2019 and March 2020) and London (June 2020 and January 2020). Guest speakers were:

- Keith Duncan, BEIS, on the review of UK radioactive waste policy;
- Matt Verlander, Avison Young, on proposals for in-situ or on-site disposal of radioactive waste;
- Tony Smithers, NDA, on the development of NDA accommodation, transport, people and places strategies;
- Phil Edge, NDA, and Gavin Smith, ONR, on the transport of nuclear materials;

- Steve Reece and Matt Meldrum, RWM, on the site evaluation aspects of the Geological Disposal Facility siting process;
- Kelly Anderson and Jacq Longrigg, NDA, on the stakeholder engagement and people aspects of the development of NDA Strategy 4 (2021-2026);
- John McNamara, NDA, on NDA people and places plan;
- Andy Harper, NDA, on NDA's draft Local Economic and Social Impact Strategy;
- James McKinney, NDA, on the near-surface disposal of radioactive waste;
- Bill Hamilton, Magnox, giving an update on the transition of Magnox from contractor to wholly owned subsidiary of the NDA and the work programme.

Where possible, presentations and minutes 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, with a short additional session being held as part of the January 2020 Steering Group meeting. 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:

- The proposals for the accelerated decommissioning of Magnox reactors;
- An update on the implementation on the Guidance for the Requirements for Release from Radioactive Substances Regulation;
- Progress and developments in the management of Low Level radioactive Waste in the UK.

Government, NDA, RWM, LLWR, 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

Although at the time of writing no communities have yet come forward to engage in the geological disposal facility siting process, NuLeAF has continued to work with RWM Ltd:

- Managed the contract on behalf of RWM Ltd to update local authority profiles following local elections in May 2019;
- Updated NuLeAF Briefing Papers on geological disposal and produced a new Policy Statement;
- Issued an invitation to members to meet with RWM at LGA conference. The Executive Director attended the conference to provide RWM with support at their stand;
- Worked with RWM to submit a proposal for a fringe event at Local Government Conference 2020;
- Ann McCall gave a presentation to NuLeAF members at the NDA Stakeholder Summit;
- The Executive Director gave a presentation on local government and the local authority aspects of geological disposal to RWM Outreach staff;
- Arranged a briefing meeting with staff from the District Council Network, County Council Network and Local Government Association;

- Highlighted publication of geological disposal NPS;
- Drew up and submitted to RWM proposals for international visits by local government elected members and senior officers; and
- NuLeAF's Executive Director was part of the small expert panel drafting the report for IAEA on the outcomes of their technical meetings held in 2017 and 2018. He also visited Eurojoki.

NDA related work

In terms of the NDA estate we have:

- participated in Theme Overview Group, Low Level Waste National Waste Programme and Strategy 4 development meetings;
- advising NDA in the preparation of their Economic and Social Impact Strategy through arranging meetings to discuss socio-economic issues and skills with local authority and LEP participants;
- responded to the consultation on the NDA Business Plan 2020-2023;
- assisted NDA in sending out invitations to the Stakeholder Summit which took place on Anglesey in July 2019, and made travel arrangements for NuLeAF members attending;
- continued engagement with government on work on 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 102 member authorities comprising: 15 contributing authorities, 80 corresponding members, 3 National Park Authorities and 4 Nuclear Free Local Authorities (NFLA) co-optees. The list of member authorities is attached.

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:

- social value in procurement
- ONR Strategy 2020-2025
- NDA Business Plan 2020-23
- NDA Local Economic and Social Impact Strategy

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, Critical Enabler and Site Decommissioning and Remediation Theme Overview Groups;
- the LLWR's Integrated LLW Programme Delivery Overview Group,
- Liaison meetings with the Department of Business, Energy and Industrial Strategy (BEIS), Nuclear Decommissioning Authority (NDA) and Radioactive Waste Management (RWM);
- NDA Stakeholder Summit;
- Support RWM at LGA Conference 2019;
- Provided support to IAEA in drafting report arising from previous technical meetings;
- NuLeAF's Executive Director was elected a Vice-President of the Group of Municipalities with Nuclear Facilities, and has been involved in developing a new direction for the group;
- met with the new convenors of Scottish Council Committee on Radioactive Substances (SCCORS) and attended meetings of the group; and
- attended BEIS' Radioactive Substances Policy Group meetings.

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. East Suffolk Council
7. Essex County Council
8. Gloucestershire County Council
9. Manchester City Council
10. Sedgemoor District Council
11. Shepway District Council
12. South Gloucestershire 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. Oxfordshire County Council
76. Pembrokeshire County Council
77. Plymouth City 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. West Berkshire District Council
94. West Lindsey District Council
95. Worcestershire County Council

NFLA authorities

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

National Parks Authorities

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

Annex A: NuLeAF Activity Plan: Report 2019-20

On target	Partially completed	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 changes to the NDA operating model, 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 1st April 2019, the Executive Director (ED) has attended 3 meetings of the IWM TOG, 3 meetings of the CE TOG and 3 of the SDR TOG. In addition, a further 1 meeting of the IWM TOG and 2 meetings of the SDR TOG were attended by officers from member authorities on NuLeAF's behalf. There has been no contact with the SNF&NM TOG in this period. NuLeAF's Executive Director has attends the Radioactive Substances Policy Group (RSPG) and participated in their meetings in September 2019 and February 2020. NuLeAF also participated in 3 meetings of the LLW NWP.

1.2 Participate in NDA stakeholder events & report back to members.

The NuLeAF Chair, Vice-Chairs and Secretariat attended the NDA Stakeholder Summit held on Anglesey, along with a group of NuLeAF member authorities (both elected members and officers). The Summit was discussed at the September Steering Group meeting and a letter highlighting member concerns regarding the format of the event was sent to NDA. NuLeAF subsequently engaged with the Head of Stakeholder Engagement to discuss opportunities for involvement in the 2020 Summit. The Director's Assistant also attended the Stakeholder Roadshow held in London on 16th July 2019.

1.3 Oversee how the Value Framework is applied in determining preferred options for decommissioning and radioactive waste management.

There has been no activity on this workstream.

2. Provide support and advice to NDA for the delivery of Strategy 3 and development of Strategy 4.

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. The Steering Group heard from Avison Young on proposals for on-site disposal of radioactive waste and discussions on transport, people and places were also held with Tony Smithers and John McNamara of NDA. The Radioactive Waste Planning Group heard from James McKinney about the NDA Radioactive Waste Strategy, from Simon Boniface on progress made on proposals for accelerated decommissioning of Magnox reactors, and from Juliet Long of the Environment Agency on the implication on GRR.

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 9 TOG meetings and has used the opportunity to express the local authority point of view on the issues under discussion. A further 3 TOG meetings were covered by officers from member authorities on NuLeAF's behalf.	
2.3 Respond to the consultation on the NDA Business Plan 2019-22.	
The consultation was launched on 23rd December 2019 and was noted in E-bulletin 56. A draft response was circulated to members and NuLeAF submitted a response to the consultation and also encouraged individual local authorities to submit a response.	
2.4 Participating in meetings of the Strategy 4 Development Group (S4DG) and engaging with NDA around the development of the new Strategy as appropriate.	
The Executive Director attended 6 meetings of the S4DG and also discussed engagement opportunities with the NDA stakeholder engagement team.	
2.5 Responding to any formal or informal consultations on Strategy 4; and participating in any engagement events.	
At the March 2020 Steering Group an informal consultation on some aspects of Strategy 4 was held with NDA (see below). Consultation is expected in autumn 2020.	
2.6 Hosting a presentation from NDA on Strategy 4 at a NuLeAF Steering Group.	
Kelly Anderson and Jacq Longrigg attended the meeting of the Steering Group held in Manchester on 11 th March 2020 and presented on the stakeholder engagement and people/skills aspects of the development of Strategy 4 respectively.	
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.	
The Executive Director (ED) attended 3 Integrated Waste Management TOG meetings, and Steve Smith covered for 1 meeting. Any discussions on the Radioactive Waste Strategy were reported back in papers to both the Steering Group and Radioactive Waste Planning Group.	
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.	
James McKinney gave a presentation to the Radioactive Waste Planning Group on the Radioactive Waste Strategy in October 2019.	
3.3 Provided a detailed response to the consultation on the Radioactive Waste Strategy informed by the views of NuLeAF members.	
A response was submitted to the consultation in November 2018.	
4. Support NDA Stakeholder Engagement through use of the Steering Group and RWPG.	
4.1 NuLeAF's meetings provide a ready-made forum for NDA (as well as SLCs and regulators) to engage with local authority representatives. 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. Meetings can be used by NDA Group to meet with local government as and when required.	

<p>Bill Hamilton of Magnox Ltd attended the Steering Group meeting on 29th January 2020, this was the second annual meeting to discuss members issues and concerns. NDA, LLWR Ltd, Sellafield Ltd and Magnox Ltd attended the RWPG on 24th October to discuss Radioactive Waste Strategy and developments in LLW management. Avison Young and BEIS attended the September Steering Group meeting to discuss proposals for the disposal of radioactive waste on-site. Tony Smithers and John McNamara gave presentations on the NDA People and Places Strategy (including Transport Strategy) at the September and June meetings of the Steering Group respectively. Juliet Long attending the April RWPG meeting to provide an update on the implementation of GRR and Simon Boniface updated the meeting on proposals for the accelerated decommissioning of Magnox reactors.</p>	
<p>4.2 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"> • The NDA Socio-economic Strategy and the Skills agenda • Developments in related areas of NDA policy around Proportionate Regulatory Controls (PRC), near surface disposal and Magnox accelerated decommissioning • Community benefits • NDA Transport strategy • Stakeholder engagement 	
<p>See 4.1. In addition to the above, the NuLeAF secretariat organised a series of meetings on NDA's behalf to discuss socio-economics and skills. A teleconference was held with Kelly Anderson and John McNamara to discuss stakeholder engagement on Strategy 4, and with John McNamara to discuss the Stakeholder Summit.</p>	
<p>4.3 Other discussions will be organised in response to new consultations/initiatives or at the request of members or the NDA.</p>	
<p>See 4.1 and 4.2.</p>	
<p>5. Provide support and advice for NDA work on socio-economics and skills.</p>	
<p>5.1 Through NuLeAF's Executive Director, engage directly with the NDA Socio-economic Strategy lead throughout the process of preparing a new Strategy, ensuring the NDA is aware of the local government perspective and priorities.</p>	
<p>NuLeAF has worked closely with NDA on this topic, highlighting the need for engagement with local authorities and other stakeholders.</p>	
<p>5.2 Provide a forum for discussion & comment on the NDA socio-economic strategy as it develops.</p>	
<p>NuLeAF worked with NDA to arrange a series of meetings around the country to discuss local authority socio-economic needs. Andy Harper presented on their findings and the draft strategy at the January 2020 Steering Group meeting. NuLeAF also helped NDA find contacts at authorities around Winfrith and Harwell sites for discussions on their local plans. In addition, NuLeAF's Executive Director has met with Andrew Van Der Lem of NDA to advise him of the local government perspective, and commented on an early draft of the Strategy.</p>	
<p>5.3 Working with NDA, hold a series of regional workshops on socio-economics and skills</p>	
<p>NuLeAF organised workshops in Bristol, London and Cumbria on behalf of NDA.</p>	
<p>5.4 Host a discussion on nuclear decommissioning industry skills development between NDA and NuLeAF members at a NuLeAF Steering Group.</p>	
<p>This discussion was held at the March 2019 Steering Group meeting. Jacq Longrigg attended the March 2020 Steering Group meeting to discuss the</p>	

skills aspects of the development of NDA Strategy 4.	
5.5 Respond to any relevant consultations as required.	
A draft response to the consultation was circulated amongst members prior to submission.	
5.6 Develop a new NuLeAF Policy Statement on Socio-economics, setting out our members views on the range of actions the NDA Group should take to meet the socio-economic needs of communities.	
A revised Policy Statement was published in August 2019.	
5.7 Develop a new Policy Statement and Briefing Paper on Community Benefits	
Following discussion with members, these documents were published in February 2020.	
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.	
Avison Young attended the September Steering Group meeting in Manchester, giving a presentation and seeking input on in-situ disposal. NuLeAF later commented on the draft report which Avison Young submitted to BEIS.	
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 3 SDR TOG meetings in this period, and Rob Ward (Copeland Borough Council) and Rachel Whaley (Cumbria County Council) attended a further 2 meetings on NuLeAF's behalf.	
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	
6.4 NuLeAF to actively engage in the planned development by BEIS of Planning Guidance for in-situ disposal and a national narrative.	
See 6.1	
6.5 NuLeAF will disseminate good practice to the Government and the industry.	
NuLeAF's Executive Director highlighted good practice, including the Masterplan for Winfrith, at the NDA's main radioactive waste management conference.	
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.	
Simon Boniface attended the April 2019 meeting of the Radioactive Waste Planning Group, and Bill Hamilton provided a further update at the meeting of the Steering Group held in January 2020.	
8. Provide support for the NDA's Stakeholder Summit and international meeting of local authorities.	
8.1 Encourage participation from local authorities at the 2019 Stakeholder Summit in Wales, and work with NDA staff to manage their transport and accommodation needs.	
Including the secretariat, there were 23 participants from NuLeAF member authorities at the NDA Stakeholder Summit. NuLeAF booked and	

reclaimed for travel tickets, and liaised with NDA regarding accommodation.	
8.2 Host a meeting between David Peattie, CEO of NDA and NuLeAF members.	
A meeting was held on 9 th July, as part of the NDA Stakeholder Summit held on Anglesey.	
8.3 Advise and support NDA in the planning of the 2020 Stakeholder Summit, due to be held in Edinburgh.	
Following discussions at the September Steering Group meeting, the Executive Director wrote to John McNamara outlining members concerns over the format and content of the Stakeholder Summit. A teleconference was held to discuss proposals for the 2020 Stakeholder Summit and NuLeAF has agreed to work with NDA on the revised format including the potential for holding a session on local authority issues.	
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 late 2019 or early 2020. 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 and plans for individual sites.	
Bill Hamilton, Head of Communications at Magnox Ltd attended the January Steering Group meeting.	
10. Work with LLWR to support enhanced Low-Level Waste Management.	
10.1 Host an annual meeting between Low Level Waste Repository Ltd, the supply chain and local authorities in 2019/20. NuLeAF to act as co-ordinator for local authority participation.	
The meeting was held October 2019.	
10.2 NuLeAF to attend meetings of the LLW Delivery Overview Group (DoG) and regulators group; and other meetings as appropriate.	
Executive Director attended 4 National Waste Programme meetings.	
10.3 Report on developments in LLW to Steering Group and RWPG meetings.	
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.	
A revised Briefing Paper on radioactive waste management and Local Plans was published in January 2020 which includes an updated table of radioactive waste policies from local authorities around the country.	
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.	
No consultations requiring a response took place in this period.	
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.	
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.	
This issue has been raised as appropriate e.g. in discussions at the Government's Radioactive Waste Policy Group and NDA Theme Overview Group meetings; as well as by NuLeAF members in discussions with NDA and Government at Steering Group and RWPG meetings. MHCLG has agreed to endorse the upcoming Planning Guidance on In Situ Disposal.	

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.	
Three 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.	
NuLeAF's ED speaks regularly to a range of RWM staff and updates them on issues of concern or information they might find useful.	
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. NuLeAF's Policy Statement and Briefing Papers on the GDF siting process were revised in autumn 2019 following discussions with members.	
13. Build awareness of the Geological Disposal Facility and the potential for local government to become involved in the new siting process.	
13.1 Maintain regular dialogue with key officials within the LGA and explore the scope for engagement with relevant LGA Boards and other fora.	
The Executive Director (ED) met with the Senior Policy Officer in April 2019, and NuLeAF's Chair and ED met with the Chair of the LGA EEHT Board in January 2020, with the ED joining the meeting by phone	
13.2 Engage as appropriate with DCN, CCN, ADEPT and SOLACE.	
At RWM's request NuLeAF convened a meeting with DCN, CCN and LGA on 14 th January 2020 to discuss the GDF siting process.	
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 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.	
The GDF siting process is a standing item on Steering Group and RWPG meeting papers.	
13.5 Attend the 2019 Local Government Association Conference, support RWM as appropriate and help facilitate meetings between RWM and local authorities if required.	
NuLeAF's 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.	
13.6 Act as an independent and impartial advisor to any local authorities interested in entering the siting process.	
NuLeAF's Executive Director has discussed the GDF with other local authority members and staff as and when requested.	
14. Support and advise on the framework for the GDF siting process	
14.1 The framework of documents and guidance for the GDF siting process is now largely complete. However, during 2019/20 it is anticipated that the final NPS will be published as will the final approach to Site Evaluation. We will host a discussion on the Site Evaluation document at our Steering Group, and other discussions on other aspects of the approach to GDF siting as and when appropriate.	
RWM attended the March 2020 Steering Group meeting to discuss the final Site Evaluation document.	
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. The specific materials to be reviewed and tested will be agreed with RWM as and when they are developed.	
No activity in this area as NuLeAF has not been approached to provide support in this area to date.	
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.	
Topics are tweeted or posted on LinkedIn as appropriate.	
16.2 Maintain the information resource on the Geological Disposal Facility on the Local Government Association's Knowledge Hub and update it as required.	
Items posed on Knowledge Hub as they arise.	
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.	
Following consultation with members, Policy Statements and Briefing Papers pertinent to the GDF siting process were revised in autumn 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	

<p>wider policy environment and the means of engaging with local authorities. In 2019/20 it is proposed that NuLeAF run a workshop on local government for RWM staff. This will explain local authority structures, powers and responsibilities; elections; and means of engagement.</p>	
<p>NuLeAF's Executive Director gave presentations on local government to RWM staff on 24th July 2019. NuLeAF assisted RWM with arranging a visit to a local authority call centre.</p>	
<p>17.2 Continue regular contact with key RWM staff and liaise with RWM senior management as appropriate.</p>	
<p>NuLeAF's Executive Director met with senior RWM staff, including Ann McCall and Bruce Cairns on 24th July 2019. Contact is made with key staff at RWM on a regular basis.</p>	
<p>18. Provide support and advice to RWM and to any local authorities that enter the process.</p>	
<p>18.1 If agreed with RWM and our members, NuLeAF to:</p> <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 • 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 • Sit 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 ○ 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. • Alert RWM to 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>The siting process is not at the stage where activity on these items are required.</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 as required 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 2019/20 this will include:</p> <ul style="list-style-type: none"> • Attendance, with RWM, at the Welsh LGA conference. • Responding to any other engagement opportunities as required. 	
<p>The WLGA Conference was postponed because of the General Election. No further activity to date in this area.</p>	
<p>20. Participation and engagement in international networks on geological disposal.</p>	
<p>20.1 In 2019/20 NuLeAF will:</p> <ul style="list-style-type: none"> • Attend GMF meetings in Finland in November 2019 and Vienna in March 2020. This will include a site visit to Eurajoki where the Finnish geological repository is under construction. • Support any NuLeAF members who wish to attend a GMF site visit to the Bure facility in France, planned for June 2019. • Play an active role in discussions on the future direction of GMF following the decision of the current General Secretary and President to retire. Seek involvement in the management of GMF as appropriate. • Explore with RWM the potential for organisation of site visits by UK local authorities to GDF facilities elsewhere in Europe. • Participate, though our Executive Director, in high level meetings to finalise the IAEA’s report on the local aspects of radioactive waste management. • Attend the anticipated inaugural meeting of IAEA’s standing forum on local perspectives on nuclear issues, planned for March 2020 in Vienna. • In consultation with RWM and the UK Government, explore the scope for NuLeAF engagement in the NEA’s Forum for Stakeholder Confidence. 	
<p>The Executive Director attended the GMF AGM in Finland in November 2019 and was elected as a Vice-President of the organisation. Attempts were made to secure funding for NuLeAF members to join the visit to Bure, however, this was not successful. Cllr Wimble from Folkestone & Hythe District Council attended on behalf of his council.</p> <p>The Executive Director has been closely involved in discussions regarding reinvigorating the membership and activities of the GMF group. A paper has been submitted to RWM outlining proposals for visits to appropriate GDF related facilities.</p> <p>The Executive Director went to IAEA in June 2019 as one of two international representatives to engage in taking the report arising from the technical meetings to the next stage. The meeting of the new IAEA standing forum on local perspectives on nuclear issues is now not expected to take place until late 2020 or early 2021.</p> <p>Discussions have taken place with central government and NDA on NuLeAF’s involvement with the NEA Forum for Stakeholder Confidence and further discussions are ongoing with RWM and the UK Government.</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 and BEIS 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 there has been no need to engage further at this stage. It has been noted that some of the existing decommissioning sites may be considered suitable for use as SMR sites in the future.

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 Liaise with the New Nuclear Local Authorities Group (NNLAG) secretariat and/or membership as appropriate.

NuLeAF is invited to attend NNLAG meetings, but only does so if the agenda addresses decommissioning aspects of new build.

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.

In September 2019 it was announced that "BEIS is working with EDF Energy and the Nuclear Decommissioning Authority to consider how efficient and cost-effective decommissioning of EDF Energy's stations can be planned for and delivered. This work includes consideration of how the stations will be owned and managed in the future." NuLeAF is in contact with staff at BEIS and has raised the issue of the importance of engaging with local authorities and the communities they represent.

23.2 At an appropriate time, when plans for the decommissioning of the EDF fleet are clearer, NuLeAF will host a Steering Group discussion with EDFE and the UK Government.

It had been proposed to hold a meeting with BEIS, EDF and NDA on 11th March 2020, but on the advice of BEIS this has now slipped to the June 2020 Steering Group meeting.

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.

Updates on the SDP have been made in papers to the Steering Group. Following the concerns raised by the Public Account Committee on the lack of progress being made, NuLeAF wrote to the Submarine Development Agency requesting an update.

24.2 Highlight any members concerns to the MOD and Government on the approach taken or the progress being made.

NuLeAF's Executive Director and Sean Morris, Secretary of NFLA met with Ian Booth, CEO of the Submarine Dismantling Agency on 14th January to discuss members concerns. A letter reiterating the concerns was sent after the meeting.

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 NDA/Sellafield and 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 (29 January 2020).	
25.2 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 3 SDR TOG meetings. Rob Ward (Copeland Borough Council) and Rachel Whaley (Cumbria County Council) kindly provided cover at 2 meetings the ED was unable to attend. 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.	
26.1 Use the Steering Group, Radioactive Waste Planning Group and other engagement routes to identify members concerns and respond as appropriate.	
NuLeAF has worked closely with NDA as it has developed its Local Economic and Social Impact strategy. A draft response to the consultation was circulated amongst members for comment before submission. Bill Hamilton, Magnox Director of Communications & Stakeholder Engagement attended the January 2020 Steering Group meeting, where socio-economics were addressed.	
26.2 Work with NDA to discuss potential changes to arrangements for engagement with local authorities, as identified in Strategy 3.	
NuLeAF has fed into discussions on engagement that have taken place at the Strategy 4 Development Group (S4DG)	
26.3 Engage in the development of the NDA Socio-economic Strategy (see Objective 5). Once the Strategy is published, monitor and feed back the views of member local authorities on the implementation of the Strategy and on local socio-economic outcomes.	
NuLeAF worked with NDA to set up a series of meetings with local authorities around the Magnox sites to discuss their socio-economic needs. NuLeAF also provided NDA with contacts at the Harwell and Winfrith sites. A draft response to the strategy was circulated to members before submission.	
27. Engage with the Government, NDA and industry on other issues of concern to NuLeAF members.	
27.1 Monitor developments in the planned NDA Transport Strategy and engage as appropriate. Engage more widely on nuclear transport issues as they arise.	
Tony Smithers attended the September 2019 and March 2020 Steering Group meetings to discuss the early work on NDA's People and Places Strategy which covers transport (except nuclear materials). Phil Edge of NDA attended the Steering Group meeting on 11 th March to present on the transportation of nuclear materials, and was joined by Gavin Smith of ONR to present on the regulatory aspects.	
27.2 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.	

27.3 Monitor developments related to Brexit and Euratom and provide regular updates to members.	
Updates on this topic have been provided to the Steering Group and RWPG through meeting papers.	
27.4 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.	
28.1 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 2 meetings and 1 teleconference in this period. Acted as secretariat for the meetings.	
29. Support Executive Director in delivering other aspects of NuLeAF work programme.	
29.1 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. • Annual Report submitted to LGA. 	
29.2 Act as initial point of contact for NuLeAF members and external bodies providing information where appropriate.	
Responded to enquiries in a timely fashion.	
29.3 Support Head of Planning at Suffolk County Council in dealing with any HR issues.	
Provided support in transferring staff from two year rolling contracts to permanent contracts.	
30. Support NuLeAF meetings and other events.	
30.1 Deliver Steering Group meetings, seminar (if scheduled), AGM and Radioactive Waste Planning Group meetings.	
Organised 4 Steering Group meetings including AGM, and 2 meetings of the Radioactive Waste Planning Group.	
30.2 Assist in organising socio-economic forums and skills workshops with NDA.	
NuLeAF circulated invitation to attend summit, arranged venues and catering, and co-ordinated local government attendance. Assisted NDA with identifying contacts around the sites.	
31. Ensure effective web and new media communication.	
31.1 Draft monthly newsletter and quarterly e-bulleting.	
Published 4 newsletters and 4 e-bulletins, plus 1 interim mini-e-bulletin when necessary	
31.2 Research and draft case studies and papers as appropriate.	
No topics for case studies identified.	

31.3 Keep website and new media up to date.	
Website and Knowledge Hub updated as and when required. Website reviewed and some amendments made to comply with forthcoming legislation on accessibility. Tweeted and retweeted as appropriate. Items of interest posted on LinkedIn.	
32. Oversee finance and accounts.	
32.1 Monitor and report on finance. Prepare end of year accounts and liaise with auditors as necessary. Process all invoices and purchase orders as required. Liaise with Suffolk County Council in order to ensure finances are managed correctly. Process Pcard receipts and ensure Executive Director adheres to Suffolk County Council policy. Amend financial guidelines in response to audit comments, if required.	
<ul style="list-style-type: none"> • Expenditure reviewed on a monthly basis and reported to Executive Director. • Half year and Third Quarter financial reports prepared for Chair, Vice-Chairs and Executive Director. • Accounts prepared and submitted to auditor, who found them clear and concise. • All day to day financial transactions processed in a timely manner. 	
32.2 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 sourcing new travel provider. Made travel arrangements for NuLeAF members attending NDA Stakeholder Summit and socio-economic and skills workshops.	
32.3 Work with the Executive Director, the Chair and Vice-Chairs to explore all suitable avenues for new or additional funding for NuLeAF.	
The 2019-20 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.	
33.1 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.	
<p>During the period NuLeAF submitted consultation responses on:</p> <ul style="list-style-type: none"> • Social value in procurement; • ONR Strategy • NDA Business Plan 2020-23 • NDA Local Economic and Social Impact Strategy. 	

