

Meeting: Annual General Meeting
Date: 10th March 2021
Item: 3
Subject: Annual Report
Author: Catherine Draper



Introduction

This report provides an overview of organisational developments and activities since the AGM in March 2020.

Recommendation

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

1. Context

Although the past year has been overshadowed by the Covid-19 pandemic, Nuleaf has been able to continue to operate with Steering Group and Radioactive Waste Planning Group meetings moving online. The shift to online meetings has seen Nuleaf able to offer additional topic-based meetings as issues demanded, and an increase in meeting attendance.

Nationally, there have been a range of activities in nuclear waste and decommissioning:

- Development and consultation on NDA Strategy 4, 2021-2026
- Announcement that Trawsfynydd will be the first site to go through accelerated reactor decommissioning;
- Announcement that the PBO models at the Low-Level Waste Repository (LLWR) and Dounreay are being terminated. NDA will also develop a single integrated waste management division under the One NDA umbrella;
- Announcement that NDA will merge its marine and rail transport businesses into one organisation;
- Increased activity in the SMR programme and their interest in former NDA sites as potential locations;
- The search for a site for a prototype fusion reactor to demonstrate commercial market ability; and

- Announcement by EDF that decommissioning at Hinkley Point B and Hunterston will be brought forward.

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 online meetings of the Steering Group have been held: 10th June 2020, 9th September 2020, 9th December 2020 and 10th March 2021. Guest speakers were:

- Keith Duncan, BEIS, on the review of UK radioactive waste policy;
- Murdo Allen and Alyson Morris on NDA's approach to sustainability;
- Sir Nigel Thrift, Dr Ray Kemp, Stephen Tromans QC and Andrew Walters of CoRWM on their work programme;
- Danny Fox on spent nuclear fuel;
- John McNamara, NDA, on NDA activities;
- Bill Hamilton, Magnox, giving an update on site activities and work programme development;
- Hazel Blears, NDA, on NDA's approach to social value;
- Neil Smith, NDA, on socio-economic activities and supporting post Covid-19 recovery;
- Davide Stronati, NDA, on NDA's approach to sustainability; and
- Rolls Royce giving an update on their SMR 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 four times 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:

- An update on the implementation on proposals for on-site disposal of radioactive waste;
- Adoption of the master-planning approach at Magnox sites;
- An update on Low Level Waste disposal activities; and
- 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.

Other meetings

Holding online meetings has enabled Nuleaf to organise more ad-hoc topic-based meetings, these have covered:

- NDA Strategy 4;
- NDA's Sustainability Report;
- Rolls Royce Small Modular Reactor programme; and
- UKAEA's STEP programme.

Siting a Geological Disposal Facility process

- Published Briefing Papers on the inventory and retrievability of waste;
- The Executive Director gave a presentation on local government and the local authority aspects of geological disposal to RWM Outreach staff;
- Given an overview of Nuleaf and our work to Dr Guy Esnouf, new Director of Communications and Stakeholder Engagement at RWM;
- Participated in meetings of the EURAD Civil Society Group, focussed on the routes for radioactive waste management within Europe and the methodology for evaluating the research programme;
- Participated in an online Eurad conference held on the views of different stakeholders on uncertainty management and its relation to risk and safety.
- Gave a presentation to CoRWM on Nuleaf's engagement in the GDF siting process;
- Wrote and placed an article of the GDF siting process in *First* magazine.
- Joined a CoRWM panel at the NDA's Integrated Waste Management (IWM) event to discuss geological disposal.
- NuLeAF's Vice-Chair, Councillor David Moore spoke at an online workshop organised by NEA on 16th September. The workshop discussed stakeholder confidence on the decommissioning of nuclear facilities in the UK; and
- Wrote to Whitehaven News to provide clarification on Nuleaf's stance on GDF following publication of a letter from former Nuleaf Chair, Tim Knowles. The letter was published on the 17th December.

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;
- responded to the consultation on the NDA Strategy 4 and Business Plan 2021-2024;
- 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;
- participated in the NDA Integrated Waste Management online event; 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.

During this year Nuleaf has undertaken a major review and updating of all its communications materials. This has included a new logo, a redesigned and updated website and new templates for the e-bulletin, newsletter and PowerPoint presentations as well as for Steering Group and RWPG papers.

The new website is designed to be more accessible and has additional features including a blog and better integration with social media. It will continue to be updated with papers and items of interest on a regular basis.

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.

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:

- Waste Management Plan for England;

- 'Planning for the future';
- NDA Business Plan 2021-24;
- NDA Draft Strategy 4;
- West Berkshire Minerals and Waste Plan;
- South Gloucestershire Local Plan; and
- ONR consultation on bulk quantities.

Correspondence

Over the course of the year, at the direction of the Steering Group, the secretariat has written to the following:

- Hazel Blears, welcoming her to her position at NDA and highlighting local authority interest in her work on social value;
- Mark Foy, congratulating him on his new position at ONR and drawing his attention to the need to improve engagement with local authorities; and
- Whitehaven News, stating Nuleaf's position on geological disposal of higher activity wastes following the publication of a letter by former Nuleaf Chair and Cumbria County Councillor Tim Knowles.

Events and Representation at Meetings

Officers have arranged or participated in 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;
- The Joint Industry- Regulator GRR Task Group;
- Liaison meetings with the Department of Business, Energy and Industrial Strategy (BEIS), Nuclear Decommissioning Authority (NDA) and Radioactive Waste Management (RWM);
- 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;
- Meetings of the Committee on Radioactive Waste Management (CoRWM). In addition to attending open sessions, Nuleaf was invited to speak at a closed CoRWM meeting;
- 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. Somerset West & Taunton Council
14. Suffolk County 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 2020-21

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 1 st April 2020, the Executive Director (ED) has attended 4 meetings of the IWM TOG, 3 meetings of the CE TOG and 5 of the SDR TOG. In addition, a further meeting of the IWM TOG and SDR TOG were attended by officers from member authorities on Nuleaf's behalf. Danny Fox, Chair of the NM&SF TOG gave a presentation to Nuleaf's Steering Group in September 2020. Nuleaf's Executive Director attends the Radioactive Substances Policy Group (RSPG) and participated in their meetings in October 2020 and March 2021. Nuleaf also participated in 2 meetings of the LLW NWP.	
1.2 Participate in NDA stakeholder events & report back to members.	
Due to the Covid-19 pandemic the annual NDA Stakeholder Summit did not take place as planned. Nuleaf participated in the Integrated Waste Management event organised by NDA on 19 th November, with the ED speaking in two separate sessions and chairing a discussion involving other stakeholders.	
1.3 Engage in the NDA's work in reviewing its Value Framework.	
Comments were made on the Value Framework section of draft NDA Strategy 4. The Framework will not now be published alongside Strategy 4 and further engagement is planned later in 2021.	
2. Provide support and advice to NDA for the development of Strategy 4, their Business Plan, and Integrated Waste Management (IWM).	
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. This included regular reports on the work of the Strategy 4 Development Group (S4DG). The Steering Group heard from: <ul style="list-style-type: none"> • Keith Duncan, BEIS, on the review of UK radioactive waste policy; • Murdo Allen and Alyson Morris on NDA's approach to sustainability; • Sir Nigel Thrift, Dr Ray Kemp, Stephen Tromans QC and Andrew Walters of CoRWM on their work programme; • Danny Fox on spent nuclear fuel; • John McNamara, NDA, on NDA activities; • Hazel Blears, NDA, on social value; • Neil Smith, NDA on socio-economics and post Covid-19 recover; • Davide Stronati, NDA, on sustainability, • Rolls Royce giving an update on their SMR programme; and 	

<ul style="list-style-type: none"> • Bill Hamilton, Magnox, giving an update on the transition of Magnox from contractor to wholly owned subsidiary of the NDA and the work programme. <p>The Radioactive Waste Planning Group had discussions on:</p> <ul style="list-style-type: none"> • An update on the implementation on proposals for on-site disposal of radioactive waste • Adoption of the master-planning approach at Magnox sites • Progress and developments in the management of Low-Level radioactive Waste in the UK. 	
<p>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</p> <p>The Executive Director has attended a total of 12 TOG meetings and has used the opportunity to express the local authority point of view on the issues under discussion. A further 2 TOG meetings were covered by officers from member authorities on Nuleaf's behalf.</p>	
<p>2.3 Respond to the consultation on the NDA Business Plan 2021-24.</p> <p>A draft response was circulated to members and Nuleaf submitted a response to the consultation. Individual local authorities were also encouraged to submit a response.</p>	
<p>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.</p> <p>The Executive Director attended 12 meetings of the S4DG.</p>	
<p>2.5 Responding to any formal or informal consultations on Strategy 4; and participating in any engagement events.</p> <p>A response was circulated amongst Nuleaf members for comment prior to submission. Several Nuleaf members attended the NDA Strategy 4 event held on 19th October.</p>	
<p>2.6 Hosting a presentation from NDA on Strategy 4 at a Nuleaf Steering Group.</p> <p>A standalone online meeting was held on 23rd September 2020.</p>	
<p>2.7 Contribute to the NDA summit on Integrated Waste Management.</p> <p>Nuleaf's Executive Director gave a presentation at the IWM event on 19th November and was part of the CoRWM panel discussion. Nuleaf circulated an invitation to participate in the event to its members.</p>	
<p>2.8 Host discussions on Near Surface Disposal (NSD) at Steering Group and as part of our Strategy 4 engagement event.</p> <p>Discussions on NSD formed part of the meeting held on 23rd September 2020.</p>	
<p>3. Engage with the UK Government in their review of policy for radioactive substances and nuclear decommissioning.</p>	
<p>3.1 Participate in meetings of the UK Government's Radioactive Substances Policy Group (RSPG) and feedback comments on early drafts of the Policy as they emerge.</p> <p>Nuleaf's Executive Director attended 2 meetings of the RSPG in this period and submitted comments on the draft policy.</p>	
<p>3.2 Engage in discussion on the policy through the NDA's Theme Overview Groups (TOG) meetings.</p> <p>Nuleaf contributed to discussion on the policy review at TOG meetings.</p>	
<p>3.3 Prepare a response to the consultation on the new draft Policy and host an event for members to engage with BEIS on proposals.</p> <p>Consultation on the new draft Policy is expected in summer 2021.</p>	

4. Support NDA Stakeholder Engagement through our Steering Group and RWPG meetings and other ad-hoc topic-based events.	
4.1 Our 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.	
Discussions held at Nuleaf meetings are noted in 2.1.	
4.2 Depending on the timing of initiatives and the availability of NDA staff, planned facilitated discussions will be on: <ul style="list-style-type: none"> • The NDA People Strategy • Public and Stakeholder engagement • Net zero carbon and sustainability • Spent Fuel & Nuclear Materials • Near Surface Disposal (NSD) • Transport 	
Apart from those meetings mentioned at 2.1 and 4.1, because of the impact of Covid-19 pandemic, meetings to discuss the above did not go ahead.	
4.3 Other discussions, or standalone meetings will be organised in response to new consultations/initiatives or at the request of members or the NDA.	
Online meetings were held to discuss NDA Strategy 4, NDA Sustainability Report, Rolls Royce SMR programme, UKAEA's STEP programme and the review of UK Radioactive Waste Policy.	
5. Provide support and advice for NDA work on socio-economics, sustainability and net zero carbon.	
5.1 Through our Steering Group and RWPG, provide a forum for ongoing discussion & comment on socio-economics	
Neil Smith and Hazel Blears attended the Steering Group meeting on 10 th March to discuss socio-economics and social value.	
5.2 Engage directly with the NDA Local Economic and Social Impact Strategy lead officer throughout the process of preparing a new Strategy, ensuring the NDA is aware of the local government perspective and priorities.	
Nuleaf worked closely with NDA's lead officer in the development of the socio-economic strategy. Due to the impact of Covid this was published as a short-term strategy rather than a 5 year plan. Further engagement is anticipated in the development of a longer-term Strategy in 2021/22.	
5.3 Work with NDA to develop plans for ongoing engagement on socio-economics, with a particular emphasis on Covid recovery.	
Neil Smith attended the Steering Group meeting on 10 th March to discuss socio-economics and post Covid-19 recovery.	
5.4 Prepare a Briefing Paper on the NDA Local Economic and Social Impact Strategy.	
A draft paper has been prepared and will be circulated to members for comment.	
5.5 Continue to advocate the development of a coherent approach to community benefits across the NDA estate, using all available fora	
Following the publication of Nuleaf's Policy and Briefing Paper on Community Benefits in early 2020, Nuleaf has promoted the need for a coherent approach to this issue through our responses to consultations on Strategy 4, the BEIS Policy Review and NDA Business Plan; and also through speaking engagements such as the IWM Conference held in autumn 2020.	
5.6 Engage with the NDA's Social Value Specialist and host a discussion on social value at a Steering Group meeting. Engage in discussion on this issue at NDA TOG and Strategy 4 meetings.	
Hazel Blears joined Nuleaf's online Steering Group meeting on 10 th March 2021.	

5.7 Engage in the NDA's developing work on Net Zero Carbon and Sustainability, including: Participation in the NDA's Carbon Net Zero Beacon Group; and hosting an engagement event with NDA on carbon and sustainability.	
Nuleaf's Executive Director has participated in 10 meetings of NDA's Carbon Net Zero group. He has also held additional meetings with the NDA's Directors of Sustainability and Environment.	
6. Engage with Government and the NDA on land use and waste planning.	
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.	
Representatives from Magnox and NDA attended the October meeting of the Radioactive Waste Planning Group to discuss the use of Masterplanning to coordinate decommissioning and land use and waste planning.	
6.2 Attend the Site Decommissioning and Remediation (SDR) TOG meetings and feed into discussions on this issue.	
Nuleaf's Director participated in 5 meetings of the SDR TOG and contributed to discussions on this issue.	
6.3 Engage with NDA to promote the establishment of a Town and Country Planners Group to facilitate direct engagement between local authority planning officers and BEIS/NDA, enabling expert input into discussions on land use and waste planning.	
Discussions were held with NDA on 27 th November.	
6.4 Continue to promote a Masterplanning approach to the management of NDA sites.	
A discussion on Masterplanning was held with Magnox and NDA at the Radioactive Waste Planning Group meeting on 12 th October. The approach was also promoted through speaking engagements such as the NDA's IWM summit and the GRR industry forum.	
6.5 Actively engage in the planned development by BEIS of Planning Guidance for in-situ disposal and a national narrative.	
BEIS and their consultants, Avison Young, held a discussion with the Radioactive Waste Planning Group on the final draft of the guidance on 28 th April 2020.	
6.6 Continue to press BEIS, Defra and MHCLG for a more integrated approach to radioactive waste management in terms of national policy. In 2020/21 this will include preparing consultation responses on:	
<ul style="list-style-type: none"> • The Planning White Paper ('Planning for the Future') • The Waste Management Plan for England 	
Consultation responses on the above were submitted.	
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.	
At the meeting held with Magnox on 9 th December, Nuleaf emphasised the importance of early engagement on the development of life-time plans, and encouraged Magnox to adopt the masterplan approach.	
8. Provide support for the NDA's stakeholder engagement meetings.	
8.1 Encourage participation from local authorities in the IWM summit held in November 2020.	
Nuleaf circulated details of the event to its members and Nuleaf's Executive Director participated two sessions at the event.	
8.2 Work with NDA to develop plans for a stakeholder event to be held in spring 2021.	
No activity has taken place on this topic at the time of writing.	

8.3 Encourage Nuleaf members to participate in the NDA's Strategy 4 engagement event and other events as they arise.	
Nuleaf held a Strategy 4 event for its members on 23 rd September and circulated details of NDA's event held on 19 th October.	
9. Work with Magnox to enhance dialogue and engagement with local government.	
9.1 Hold a meeting, involving Nuleaf members and senior Magnox staff, at a Steering Group meeting.	
Bill Hamilton, Director of Communications and Stakeholder Engagement attended the Steering Group meeting on December 9 th to give an update on Magnox activities.	
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 2020/21. Nuleaf to act as co-ordinator for local authority participation.	
The meeting was held on 12th October 2020.	
10.2 Nuleaf to attend meetings of the LLW Delivery Overview Group (DoG) and regulators group; and other meetings as appropriate.	
Executive Director attended 2 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.	
The table of radioactive waste policies from local authorities around the country was reviewed and an updated version published in February 2021.	
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.	
Nuleaf submitted responses to consultations by South Gloucestershire Council and West Berkshire Council. It also responded to government consultations on 'Planning for the Future' and the Waste Management Plan for England.	
11.3 The Radioactive Waste Planning Group (RWPG) 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.	
WORK IN SUPPORT OF RWM MISSION	
12. Maintain regular dialogue with RWM and Dept. of Business, Energy and Industrial Strategy (BEIS) to take the Geological Disposal Facility siting process forward.	
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.	
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. 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 Ensure regular reports 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 attends Steering Group and RWPG meetings as an observer and has used the 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 Maintain regular dialogue with key officials within the LGA and explore the scope for engagement with relevant LGA Boards and other fora.	
Nuleaf's ED held a discussion with the main LGA contact regarding the GDF.	
13.2 Engage as appropriate with DCN, CCN, ADEPT and SOLACE.	
Nuleaf supported RWM's presentation at an ADEPT online seminar on 29 th September.	
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 a detailed presentation to RWM staff on local government structures and ways of working as part of RWM's ongoing 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. Simon Napper has attended the majority meetings in an observer capacity.	
13.5 Place an article on the GDF in LGA's First magazine.	
Article placed in December 2020 issue.	
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 local authority members and staff as and when requested.	
14. Support RWM through the testing of communication materials and resources around the GDF process.	
14.1 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 as Nuleaf has not been approached to provide support in this area to date.	
15. Maintain and develop online resources on the Geological Disposal Facility for local government.	
15.1 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 and Twitter as appropriate.	

15.2 Maintain the information resource on the Geological Disposal Facility on the Local Government Association's Knowledge Hub and update it as required.	
Items posted on Knowledge Hub as they arise. However, due to the limited traffic on the site it was decided that the site would be terminated.	
15.3 Undertake a review of our Briefing Papers and develop new papers on specific issues related to the GDF siting process. In 2020 this will include new papers on: <ul style="list-style-type: none"> • GDF siting process • Inventory for disposal • Geological disposal and retrievability 	
Briefing papers produced in liaison with members and RWM and published on Nuleaf website.	
16. Advise and support RWM in developing its organisational readiness.	
16.1 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. In 2020/21 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.	
Nuleaf's Executive Director gave an online presentation on local government to RWM staff on 29 th October 2020.	
16.2 Continue regular contact with key RWM staff and liaise with RWM senior management as appropriate.	
Contact is made with key staff at RWM on a regular basis.	
17. Provide support and advice to RWM and to any local authorities that enter the process.	
Over 2020/21 it is anticipated that the first local authorities will begin formal engagement with the GDF siting process. The ways in which Nuleaf assists local GDF siting processes will be determined by the individual local authorities and partners involved, along with RWM. Ways in which Nuleaf could provide support might 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. • Representation on individual siting partnerships. Nuleaf sat on the West Cumbrian MRWS partnership and could fulfil this role on partnerships established as part of the current 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 website, Knowledge Hub, LinkedIn and Twitter feed to promote a balanced view and forum for debate. • 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. 	

<ul style="list-style-type: none"> Alerting RWM to issues that local authorities raise or to any barriers to local authorities and communities progressing within the siting process. Advising RWM Regional Managers on their approach to engagement and on any issues or opportunities that may arise in relation to local siting processes. 	
The siting process is not at the stage where activity on these items are required.	
18. Work with RWM, the Welsh Government and the Welsh Local Government Association to support effective engagement of Welsh local authorities and communities as the Welsh GDF siting process evolves.	
18.1 To work as required with the Welsh Government and the Welsh Local Government Association (WLGA) to support any local authorities within Wales that wish to discuss the siting process.	
The WLGA Conference was postponed because of the General Election. No further activity to date in this area.	
19. Participation and engagement in international networks on geological disposal.	
In 2020/21 Nuleaf will: <ul style="list-style-type: none"> Participate and contribute to meetings of the GMF and its Presidium. These will be held online until face to face meetings are possible. Play an active role in shaping the work programme and outlook of the GMF network. Participate in the meetings of the Civil Society group of the EURAD research programme and report back to RWM as appropriate. Continue to work with RWM on the potential for site visits to geological disposal countries in other nations, facilitating these through the GMF. Such meetings cannot be held until free international travel and engagement is again possible. Participate, though our Executive Director, in meetings of the NEA's Forum for Stakeholder Confidence (FSC). Continue to engage with the IAEA as they develop proposals for a forum on the local and community dimensions of all stages of the nuclear fuel cycle. 	
Nuleaf's Executive Director is a Vice-President of the GMF (Group of Municipalities with Nuclear Facilities) and has attended 5 Steering Group meetings of the group and two seminars. He has also attended: <ul style="list-style-type: none"> 12 Eurad meetings A meeting of the NDA International Relations Theme Overview Group An NEA workshop on borehole disposal of HAW. A 3-day conference on radioactive waste management organised by Aarhus group In addition, Nuleaf's Vice-Chair, Cllr David Moore gave a presentation to a workshop organised by FSC on decommissioning in the UK. 	
WORK IN SUPPORT OF MEMBER AUTHORITIES	
20. Continue to support the interests of member authorities impacted by Spent Nuclear Fuel (SNF) and radioactive waste storage and disposal issues as a consequence of new nuclear build.	
20.1 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. In addition, a discussion between EDF, NDA and Nuleaf was held on February 17 th 2021.	

20.2 Monitor developments in the Government's approach to Small Modular Reactor (SMR) technology (Advance Nuclear Technologies) and their potential to impact on site end states and waste facilities. Host a meeting for members on SMRs to enable them to understand more how this technology might impact on NDA sites and legacy wastes.	
See 21.2	
21. 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	
21.1 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.	
21.2 Host a joint event for NNLAG and Nuleaf members on any issue of mutual interest, for example the impact of Small Modular Reactors (SMRs) on NDA sites.	
An online meeting was held on 9 th October 2020. There were 33 participants from Nuleaf and NNLAG member authorities. There were also representatives from BEIS, NDA and Magnox in attendance. NNLAG members were also invited to the meeting Nuleaf organised with UKAEA to discuss their STEP programme on 28 th January 2021.	
22. Engage in dialogue with EDF Energy to discuss their plans for decommissioning and the role that host communities and local authorities could play.	
22.1 To monitor developments in EDFE plans and strategy for decommissioning and comment and update members as appropriate.	
Following the announcement by EDF that decommissioning at Hinkley Point B would be brought forward, updates have been provided by the local authority to Steering and Radioactive Waste Planning Group meetings.	
22.2 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.	
Discussions have taken place with EDF and a meeting will be arranged once BEIS has finalised policy arrangements.	
23. 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.	
23.1 Report on developments in the Submarine Dismantling Project to members.	
There has been no activity on this workstream during this period.	
23.2 Highlight any members concerns to the MOD and Government on the approach taken or the progress being made.	
See above.	
24. Continue to engage with NDA, Sellafield, Magnox, the regulators and host Local Authorities on site restoration, interim and end states and Integrated Waste Management	
24.1 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.	
No engagement required during this period.	
24.2 Participate in the Sellafield Strategic Futures work being led by the Environment Agency.	
The Executive Director has attended 7 meetings.	

24.3 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 5 SDR TOG meetings. Lisa Chandler (East Suffolk 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.	
25. Continue to assist member authorities to ensure that effective local engagement arrangements exist with Sellafield, SLCs and NDA.	
25.1 Use the Steering Group, Radioactive Waste Planning Group and other engagement routes to identify members concerns and respond as appropriate.	
No issues actively raised during this period but the secretariat regularly speak with Nuleaf members and discussions are held as and when required.	
25.2 Work with NDA to discuss potential changes to arrangements for engagement with local authorities, as identified in Strategy 4.	
It is understood that NDA will focus on this in FY 2021-22.	
25.3 Following publication of the NDA Local Economic and Social Impact Strategy, monitor and feedback the views of member local authorities on the implementation of the Strategy and on local socio-economic outcomes. Organise additional events with NDA and members as appropriate, for example on the Covid recovery response from NDA.	
As the Covid pandemic has persisted through 2020/21 the next stage of this work has not commenced as yet. However, a discussion on the Strategy and related issues such as social value was held at the March 2021 Steering Group.	
26. Engage with the Government, NDA and industry on other issues of concern to Nuleaf members.	
26.1 Monitor developments in the planned NDA Transport Strategy and engage as appropriate. Engage more widely on nuclear transport issues as they arise.	
Comments were submitted on the Transport section of NDA Strategy 4.	
26.2 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.	
26.3 Continue to monitor developments in nuclear safety in light of the learning from the Fukushima accident and elsewhere.	
No activity in this period.	
27. Support Executive Director in delivering Geological Disposal Facility work programme.	
27.1 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 5 online meetings and acted as secretariat for the meetings.	
28. Support Executive Director in delivering other aspects of Nuleaf work programme.	
28.1 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. • Drafted two case studies. 	
28.2 Act as initial point of contact for Nuleaf members and external bodies providing information where appropriate.	
Responded to enquiries in a timely fashion.	
28.3 Support Head of Planning at Suffolk County Council in dealing with any HR issues.	
No issues in this financial year.	
28.4 Support member engagement during Covid pandemic.	
All Nuleaf meetings were transferred online.	
29. Support Nuleaf meetings and other events.	
29.1 Deliver Steering Group meetings, seminar (if scheduled), AGM and Radioactive Waste Planning Group meetings.	
Organised 4 Steering Group meetings including AGM, and 4 meetings of the Radioactive Waste Planning Group.	
29.2 Assist in organising other topic based workshops as appropriate.	
Additional meetings covering: Sustainability, NDA Strategy 4, Rolls Royce SMR programme, UKAEA STEP programme and the decommissioning of the AGR fleet were set up.	
30. Ensure effective web and new media communication.	
30.1 Draft monthly newsletter and quarterly e-bulletin.	
Published 7 newsletters and 4 e-bulletins.	
30.2 Research and draft case studies and papers as appropriate.	
Two new case studies published.	
30.3 Keep website and new media up to date.	
Website and Knowledge Hub updated as and when required. Nuleaf presence on Knowledge Hub has now been discontinued. Tweeted and retweeted as appropriate. Items of interest posted on LinkedIn.	
30.4 Manage refresh of Nuleaf printed materials and website.	
Worked with Executive Director to procure designer for new printed materials. Liaised with chosen company over development of said materials. Worked with Executive Director to procure designer for new website. Liaised with chosen company over design and development including preparing refreshed copies of case studies, briefing papers and policy statements.	
31. Oversee finance and accounts.	
31.1 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. • Refunds with travel agency pursued 	

<ul style="list-style-type: none"> • Accounts prepared and submitted to auditor • All day to day financial transactions processed in a timely manner • Liaised with Suffolk County Council over operational issues of new finance system. 	
<p>31.2 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.</p>	
<p>No travel was made during this period because of Covid-19. Refunds for travel booked but not undertaken were secured.</p>	
<p>31.3 Work with the Executive Director, the Chair and Vice-Chairs to explore all suitable avenues for new or additional funding for Nuleaf.</p>	
<p>Through engagement with RWM and NDA, Nuleaf was successful in securing a sustainable level of funding for 2020-21, with a 2 year funding offer being made by RWM. Discussions have been ongoing through this year with the aim of securing a similar or enhanced settlement for 2021/22.</p>	
<p>32. Monitor other relevant national and local policy development; report on engagement opportunities to members. Prepare and submit Nuleaf comments as appropriate.</p>	
<p>32.1 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. This will ensure high quality and informed submissions will be prepared.</p>	
<p>During the period Nuleaf submitted consultation responses on:</p> <ul style="list-style-type: none"> • Waste Management Plan for England; • 'Planning for the future'; • NDA Business Plan 2021-24; • NDA Draft Strategy 4; • West Berkshire Minerals and Waste Plan; • South Gloucestershire Local Plan; and • ONR consultation on bulk quantities 	