

Service Plan

APRIL 2023 – MARCH 2024

Introduction

Nuleaf (the Nuclear Legacy Advisory Forum) is the local government representative body on legacy nuclear wastes and decommissioning, formally established as a Special Interest Group (SIG) of the Local Government Association (LGA). We are directly supported by around 100 local authorities and national park authorities across England and Wales.

Decommissioning and the clean-up of the UK's nuclear infrastructure will cost billions of pounds, take many decades and have significant impacts across the country. Local authorities and communities are affected by the nuclear legacy in many ways and must be at the heart of all decision making around these issues. Our role is to facilitate this, acting as a common voice for local government, and building the capacity of individual councils.

Local Authorities are key stakeholders for the Nuclear Decommissioning Authority (NDA) and important partners in the delivery of the NDA Group mission. Through their land use and waste planning functions, Local Government is a regulator of the nuclear industry.

Councils have been given a central role in the Geological Disposal Facility (GDF) siting process. They can be effective partners for the NDA in supporting skills development and in delivering wider economic, social and environmental objectives. Our work also helps NDA, Magnox and Nuclear Waste Services (NWS) comply with engagement and socio-economic requirements under the Energy Act 2004.

This Service Plan sets out the tasks we will undertake and how success will be measured. All our work is intended to help achieve an overall outcome, namely:

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

Our work in 2023-24 recognizes that this is a time of ongoing change within the nuclear decommissioning and waste management sector. Key agendas we will work to influence include:

- The development by the UK and Devolved Administrations of a new policy framework for

decommissioning and legacy waste management.

- The delivery by NDA Group of enhanced commitments to social value, socio-economics and sustainability.
- The expansion of Magnox to include the decommissioning of the Advanced Gas Cooled (AGR) reactors, Dounreay, and potentially other facilities.
- The progress made by Nuclear Waste Services (NWS) in moving to integrated waste management, and the implications for host communities.
- The GDF siting process and associated work on Near Surface Disposal (NSD).
- The implications for NDA sites that will flow from the publication of Powering Up Britain and the creation of Great British Nuclear (GBN).

We have engaged with our members, NDA, Magnox and NWS to develop this programme of work. For each workstream the tasks we will undertake is set out in detail, along with the indicators we will use to measure our performance in terms of outputs and outcomes. We will report against these annually.

Work Programme 2023-2024

Work related to the NDA mission

Objective 1: Engage with NDA Strategy implementation and business planning, representing the views of our members and raising their awareness of developments.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>On behalf of our 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 to represent the interests of Local Authorities.</p> <p>Participate in NDA stakeholder events & report back to members.</p> <p>Respond to the consultation on the NDA Business Plan 2024-27.</p>	<p>Attend at least 60% of meetings of the Integrated Waste Management, Critical Enablers and Site Decommissioning and Remediation Theme Overview Groups.</p> <p>Regularly report to Steering Group on the Theme Overview Group meetings and the wider work of the NDA.</p> <p>Attend all relevant NDA Stakeholder events and report back to members.</p> <p>Submit response to NDA Business Plan 2024-27.</p>	<p>That Nuleaf member authorities have a high degree of awareness and understanding of NDA strategy, the work of the Theme Overview Groups, and of Strategy implementation.</p> <p>That the work of the NDA, as guided by Strategy 4 and the NDA Business Plan, is informed by the concerns of local government and communities.</p>	<p>The Theme Overview Group meetings are an important means for Nuleaf (and thus local authorities) to gain a clear understanding of the current and future work of the NDA in developing strategy on:</p> <ul style="list-style-type: none"> • Site decommissioning and remediation • Storage and disposal of waste • The development of 'One NDA' and incorporation of AGR decommissioning • Community benefits and investment • Wider socio-economic issues • Stakeholder and community engagement • Environmental protection

Work Programme 2023-24

Objective 2: Use our Steering Group, Radioactive Waste Planning Group (RWPG) meetings and other ad-hoc topic based events to engage with the NDA Group and reflect our members views to them.

Key Tasks 2023-2024	Outputs	Outcomes	Comments
<p>Use our Steering Group and RWPG meetings for reports and discussion on the work of the NDA and wider national developments in radioactive waste management. Use our meetings as a platform for NDA corporate centre, Sellafield, Magnox, Nuclear Waste Services (NWS) and other elements of NDA Group to meet with local government as and when required.</p> <p>One particular priority for 2023/24 will be to use our meetings as a platform for discussion on the developing plans for AGR decommissioning.</p> <p>Work with our members and the Directors of Stakeholder Engagement at NDA, Magnox and NWS to identify further opportunities to host webinars and other standalone meetings in response to new consultations/initiatives.</p>	<p>Papers updating members on all aspects of NDA Group operations to be tabled at all Steering Group and RWPG meetings. Discussions to be held at Steering Group and RWPG in response to the developing agenda of the NDA and its subsidiaries.</p> <p>Hold discussions on AGR decommissioning at the appropriate time.</p> <p>Webinars and standalone meetings undertaken as required.</p>	<p>That member authorities have a high degree of awareness and understanding of the NDA Group's work and wider developments in decommissioning and radioactive waste management.</p> <p>That the NDA Group has an enhanced understanding of local government perspectives and draws on this in developing policy and strategy.</p> <p>That individual member authorities submit their own responses to consultations, and use Nuleaf consultation responses, reports and guidance to help inform these as appropriate.</p>	<p>Recent years have seen significant changes within the NDA. A new Nuclear Waste Services (NWS) Division has been established and it has been announced that Magnox will take on responsibility for the decommissioning of the AGR stations and oversee the clean-up of the Dounreay site. NDA has also established an integrated transport division. Further expansion of NDA operations may occur in coming years.</p> <p>Our Steering Group and RWPG offer regular opportunities for all elements of the NDA Group to engage directly with those local authorities with the greatest understanding of nuclear decommissioning and interest in the NDA's work.</p>

Work Programme 2023-24

Objective 3: Provide support for the NDA's stakeholder engagement.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>We will:</p> <ul style="list-style-type: none"> Engage with NDA in the development and delivery of any planned consultation or discussion on changes to the current approach to Public and Stakeholder Engagement (PSE). Work with NDA to help shape plans for their University Roadshows, four of which are planned during the year. Speak at one or more of the roadshows on behalf of Nuleaf. Discuss with NDA the opportunities and timing for engagement around technology and innovation issues. Provide opportunities for engagement between our members and the NDA on Site End States and Near Surface Disposal as required. 	<p>At least 10 local authority elected members and officers from England and Wales to participate in NDA stakeholder events during 2023-24.</p> <p>Nuleaf's Executive Director to speak at one or more University Roadshow events and participate in others as appropriate.</p> <p>Meeting held if supported by NDA.</p> <p>Meetings held if supported by NDA.</p>	<p>That our members are provided with opportunities to understand current and future NDA work and engage with NDA management and staff.</p>	<p>The changing landscape for decommissioning, including plans for individual sites and the programme of closure of the AGR stations, has prompted discussion on whether reform is required to the ways the NDA engages with stakeholders. Nuleaf will work with NDA to help shape any proposals for changes to PSE.</p> <p>Nuleaf has worked closely with NDA over a number of years to encourage local authority attendance at their annual Stakeholder Summit. This year, instead of a single national summit, the NDA plans to hold a series of four regional roadshows, in partnership with universities. These will be held at different locations across Britain.</p>

Work Programme 2023-24

Objective 4. Promote the development by the NDA of an effective approach to socio-economics, sustainability and net zero carbon.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>In 2022/23 we propose to:</p> <ul style="list-style-type: none"> Through our Steering Group and RWPG, provide a forum for ongoing discussion & comment on socio-economics, Social Value, sustainability and Net Zero Carbon Engage directly with the NDA in the review and refresh of their Group Socio-economic plan, ensuring the NDA addresses local government perspective and priorities. Continue to advocate the development of a coherent approach to community benefits across the NDA estate, using all available fora. As required, commission research into decommissioning and waste management to help inform our engagement with Government, NDA, Magnox and NWS. 	<p>As appropriate, use the Steering Group and RWPG as fora for the NDA to discuss and review plans for strategy development and policy in this area.</p> <p>At the appropriate time, host an event to enable members to feed into the Socio-economic plan. Respond to the consultation on the draft plan due in late 2023.</p> <p>Highlight the need for an effective approach to community benefits through engagement in the DESNZ policy review and with NDA Group.</p>	<p>That socio-economic support for communities is maximised through the development and delivery of an integrated and effective approach to these issues by NDA Group.</p> <p>That the NDA, Magnox and NWS engage with local authorities and communities to support longer-term plans for local areas.</p> <p>That a proper dialogue is opened up with NDA and Government over the provision of appropriate Community Benefits for all nuclear communities.</p> <p>That the NDA develops and delivers an ambitious response to the sustainable development agenda, incorporating plans to promote Social Value and net Zero Carbon across the estate. Their work should be integrated with local authority and LEP plans</p>	<p>The NDA is required to ensure its work impacts positively on the socio-economic condition of communities. This is supported by the Energy Act 2004 and the Public Services (Social Value) Act 2012, under which all public authorities must have regard to economic, social and environmental well-being.</p> <p>NDA commenced a review and refresh of their socio-economic plan in spring 2023. Nuleaf held a member event with NDA's Director of Social Value in March 2023 and will continue to engage in the process of preparing a new plan throughout the year.</p> <p>The NDA has set a target to be carbon Net-Zero by 2050 and continues to develop its position on Net Zero Carbon, Social Value and Sustainability. These are all important agendas for local authorities and communities.</p>

Work Programme 2023-24

Objective 5: Engage with Government and the NDA to ensure proper dialogue with local authorities on land use and waste planning.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Use the Steering Group and Radioactive Waste Planning Group to discuss and advise DESNZ, NDA and the regulators on the potential for the planning system to be employed to oversee nuclear licensed sites and manage any residual contamination.</p> <p>Attend the Site Decommissioning and Remediation (SDR) TOG meetings and feed into discussions on this issue.</p> <p>Engage with NDA to facilitate better direct engagement between local authority planning officers and DESNZ/NDA, enabling expert input into discussions on land use and waste planning. A key element of this will be ongoing work with NDA to shape the NIGLQ-Planning Group and ensure local authority representation.</p>	<p>Nuleaf to host discussion between DESNZ, NDA and regulators (as appropriate) and both Steering Group and the Radioactive Waste Planning Group on this issue as appropriate.</p> <p>Nuleaf to attend at least 60% of Site Decommissioning and Remediation (SDR) TOG meetings.</p> <p>Engage with NDA and planning officers on how to take this forward.</p>	<p>Through drawing on the expertise of member authorities, and in particular the Radioactive Waste Planning Group, ensure that:</p> <ul style="list-style-type: none"> Guidance or policy developed by DESNZ, NDA and Regulators is prepared through proper engagement with local planning authorities and informed by their expertise. Nuleaf members have clarity on what is proposed by NDA and regulators in this regard and its implications for local government. 	<p>Nuleaf has been working closely with DESNZ, the NDA and the environment agencies to promote innovative and effective approaches to land use and waste planning on nuclear licensed sites.</p> <p>Of particular value in this has been the role of our Radioactive Waste Planning Group (RWPG), which provides an expert forum for discussion of the planning implications of changes to controls, and an advisory group on technical challenges.</p> <p>The establishment of the NIGLQ - Planning Group is of particular interest to our members. We will continue to engage on this issue and to press NDA to ensure adequate representation of local planning authorities.</p>

Work Programme 2023-24

Objective 6: Provide support and advice on development of Local Plans.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Nuleaf will monitor all revisions of local development and waste plans and regularly update a record of the policies on radioactive waste management in all relevant local plans.</p> <p>Nuleaf will submit consultation responses to all relevant local and waste plan revisions as appropriate and support members in preparing their own consultation responses.</p> <p>The Radioactive Waste Planning Group will continue to be used as a forum for local planners to update and discuss their local plans and related issues such as the Duty to Co-operate. In 2023/24 a new secure section of the Nuleaf website will be launched to enable our members to share planning documents and other information.</p>	<p>Response made to consultations on all major revisions to local plans and wastes plans that cover areas hosting an NDA site.</p> <p>Completion of annual update of record of the policies on radioactive waste in all relevant local plans.</p> <p>Secure website for document sharing launched.</p>	<p>That over time all local authorities with NDA/Magnox sites establish clear policies on radioactive waste management within their local and waste plans.</p>	<p>Previously, many local authorities with nuclear sites or related facilities in their area did not have clear policies on radioactive waste in their local plans or waste plans.</p> <p>Through the work of Nuleaf and our RWPG this has changed, with benefits for communities and the industry. Nuleaf will continue to monitor and report on radioactive waste policies in local plans, and to respond to consultations and advise local authorities as appropriate.</p> <p>This work is also very relevant to the consultation on radioactive substances and decommissioning policy, due to finish in May 2023. This will have significant implications for the use of planning controls to help manage nuclear licensed sites.</p>

Work Programme 2023-24

Objective 7: Engage with the UK Government in their review of policy for radioactive substances and nuclear decommissioning.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Participate in meetings of the UK Government's Radioactive Substances Policy Group (RSPG).</p> <p>Engage in discussion of the policy through the NDA's Theme Overview Groups (TOG) meetings.</p> <p>Prepare a response to the consultation on the draft Policy. This will be informed by an event in March 2023 where our members engaged with DESNZ on proposals. It will also be informed by feedback on a draft consultation response circulated in March 2023.</p> <p>Continue wider dialogue with DESNZ officials.</p> <p>Invite Andrew Bowie MP, Minister for Nuclear and Networks, to address our Steering Group</p>	<p>Attend at least 50% of RSPG meetings.</p> <p>Submission of detailed response to the consultation on the policy. Follow this up with continued dialogue with DESNZ.</p> <p>Disseminate and discuss the implications of the final agreed policy with our members.</p> <p>Hold quarterly meetings between Nuleaf's Executive Director and DESNZ civil servants.</p> <p>Invitation sent out. Discussion held if Minister accepts.</p>	<p>That the new Policy properly addresses the needs of local government in terms of land use and waste planning, environmental protection, socio-economics and community benefits.</p>	<p>The UK Government, working with the Devolved Administrations, has undertaken a review of policy in this area, the first since 1995.</p> <p>A consultation on the draft proposals was launched in spring 2023 and closed in May.</p> <p>This new Policy will set the framework within which NDA operates. The draft supports the development of a risk informed approach to decommissioning and radioactive waste management; and proposes appropriate use of in-situ/on site disposal and Near Surface Disposal (NSD). It also updates policy on Spent Nuclear Fuel (SNF) and Uranium.</p>

Work Programme 2023-24

Objective 8: Continue to engage with NDA Group, regulators and host Local Authorities on site restoration, interim and end states and Integrated Waste Management.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Engage in dialogue with NDA, Sellafield, Magnox and NWS around Site End States and Lifetime Plans.</p> <p>On behalf of members, participate in meetings of the Site Decommissioning and Remediation Theme Overview Group and report back to Steering Group and Radioactive Waste Planning Group.</p> <p>Use the Steering Group and RWPG to host discussion with ONR and the environmental regulators as required. During 2023/24 this is likely to include a discussion with the Environment Agency on the GRA.</p> <p>Meet regularly with ONR and engage with the Environment Agency (EA) and Natural Resources Wales (NRW) as appropriate.</p>	<p>Maintain regular contact with Sellafield, Magnox and NWS on these issues. Hold at least one discussion between Magnox and members at Steering Group and/or RWPG.</p> <p>Attend at least 60% of Site Remediation and Decommissioning Theme Overview Group meetings.</p> <p>Host member discussions with ONR and the environment agencies as appropriate.</p> <p>Hold quarterly meetings between Nuleaf's Executive Director and ONR.</p>	<p>Ensure engagement leads to greater clarity on proposals and higher satisfaction with what is proposed.</p> <p>This is to be assessed through the bi-annual survey of members and feedback from Steering Group meetings.</p>	<p>Plans for the Sellafield site continue to evolve while Magnox is due to publish revised Lifetime Plans for its sites during 2023/24.</p> <p>In addition, NWS has been created and tasked with developing an integrated and risk informed approach to the management of all types of wastes, supported by the current review of Radioactive Substances and Decommissioning Policy by the UK and Devolved Governments.</p> <p>The role of the regulators is also important in site restoration and waste management.</p>

Work Programme 2023-24

Objective 9: Represent local government to help shape an optimal approach to the decommissioning of the Magnox sites.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Engage with DESNZ, 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.</p> <p>In 2023/24, provide support for engagement on on-site/in situ disposal proposals at the Trawsfynydd and Winfrith sites. A particular focus of this will be to raise understanding of GRR policy with our members (councillors and officers).</p> <p>Continue to promote a strategic planning approach to the management of Magnox sites along with other mechanisms such as Planning Performance Agreements (PPAs) where these are appropriate. Seek an effective approach to the development of plans for Interim and Final Site End States (SES) that maximises opportunities for reuse and activities of benefit to communities.</p>	<p>Respond to all relevant consultations and engage with government and the industry as required.</p> <p>In consultation with Magnox and the Environment Agency/Natural Resources Wales, support local engagement and capacity building on in –situ/on site disposal around the Trawsfynydd and Winfrith sites.</p> <p>Host discussion between Magnox and the RWPG on strategic planning, Lifetime Plans and wider proposals for interim and final SES in other meetings and fora.</p>	<p>That the overall approach and the proposals for individual sites are developed in full consultation with local authorities and communities and meet their needs.</p>	<p>Magnox has undertaken a review of the plans for the decommissioning of its sites that will lead to changes in the timeline for the clean-up of some sites.</p> <p>A key issue over the coming period will include engagement around on site or in-situ disposal, with the Trawsfynydd and Winfrith sites leading this process in England and Wales.</p>

Work Programme 2023-24

Objective 10: Work with Magnox to enhance dialogue with local government.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Invite, annually, senior Magnox staff to present to a Nuleaf Steering Group meeting. In 2023/24 this engagement will focus on future decommissioning plans and the ongoing expansion of Magnox.</p> <p>Use our Steering Group, RWPG and bespoke/stand alone meetings as a focus for engagement between Magnox and our members as and when required.</p> <p>Hold an annual meeting for our Welsh member authorities; also involving other key stakeholders such as the Welsh Government, Magnox, ONR and Natural Resources Wales (NRW).</p> <p>Support and facilitate the building of positive relationships between, Nuleaf, Magnox and the new Somerset Council. Support dialogue between Magnox and the new Cumbrian authorities if required.</p>	<p>Meeting held.</p> <p>Engagement sessions on specific topics as agreed with Magnox.</p> <p>Meeting held.</p> <p>Organize at least one meeting between Nuleaf, Magnox and the new authority in Somerset.</p>	<p>That our members become more aware of Magnox strategy and site plans and are able to influence them to deliver positive outcomes.</p> <p>That Magnox better understand the views and concerns of local government and is able to engage more effectively as a result.</p> <p>That we provide a forum for discussion on decommissioning at Welsh NDA sites, recognising and reflecting the particular devolved context at Wylfa and Trawsfynydd.</p> <p>That the new Somerset authority, and those around the Heysham and Hartlepool AGR sites, build a positive relationship with Nuleaf and Magnox that support effective future engagement.</p>	<p>Over recent years Nuleaf has regularly raised with Magnox the varying experiences of our members in engaging at a local level.</p> <p>In recognition of the distinct Welsh policy environment for decommissioning, Nuleaf has established a bespoke Welsh forum for decommissioning that meets annually and involves a range of other stakeholders.</p> <p>2023 sees the launch of new unitary authorities in Cumberland, Westmoreland and Furness and Somerset. These are all areas of significant importance in terms of the NDA mission. Somerset is of particular importance for Magnox given the active decommissioning of both A and B stations at Hinkley Point.</p>

Work Programme 2023-24

Objective 11: Engage with Magnox, NDA and EDF to help shape plans for the decommissioning of the AGR stations

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Use the Steering Group, Radioactive Waste Planning Group and other engagement routes to identify member concerns and respond as appropriate.</p> <p>Engage regularly with EDF operations and communications staff, and with Magnox, to discuss developments in AGR decommissioning and highlight issues raised by our members.</p> <p>Facilitate dialogue between Nuleaf, Magnox and those local authorities that host an AGR site but don't have a Magnox/A site.</p>	<p>Provide updates to members through papers to SG, RWPG and e-bulletins. Hold discussion sessions on AGR decommission at our meetings as appropriate.</p> <p>Meet quarterly with EDF, Magnox and NDA to facilitate updates on their plans.</p> <p>Set up meetings with Hartlepool and City of Lancaster/Lancashire County Councils.</p>	<p>That proposals for the decommissioning of the AGR stations reflect the interests and views of host local authorities.</p> <p>That engagement processes around those AGR stations which are not co-located with an existing Magnox sites are brought into line with NDA engagement processes.</p>	<p>All AGR stations operated by EDF are due to close by 2028. Magnox will take responsibility for the decommissioning of the AGR reactors, once defueled by EDF.</p> <p>This represents a major expansion of the Magnox estate, which is also taking on overall responsibility for the Dounreay site.</p> <p>This new model has significant implications for host local authorities and for local engagement process. New communities will become host to Magnox operations, following the planned closure of the Heysham and Hartlepool AGR stations. Building relationships with local government and local people in these areas will be vital.</p>

Work Programme 2023-24

Objective 12: Work with Nuclear Waste Services (NWS) and the NDA Group to facilitate engagement on Integrated Waste Management.

Key Tasks 2022-23	Outputs	Outcomes	Comments
<p>Host an annual meeting on Low Level Waste (LLW) management between NWS and local authorities. This will cover the work of the LLW Repository and the management, storage and disposal of LLW across the country. It will also consider the implications of the UK Policy review for LLW management and the Repository site.</p> <p>Nuleaf to attend meetings of the Integrated Waste Management Industry Forum and other meetings as appropriate.</p> <p>Report on developments in IWM to Steering Group and RWPG meetings.</p> <p>Contribute to the NDA's developing work on Integrated Waste Management. This will include using Nuleaf meetings as a platform for discussion on the implications of IWM for local authorities and communities.</p> <p>Engage with NWS in the development of their Strategy, ensuring that local authorities are clear about proposals and are able to reflect their concerns.</p>	<p>Meeting with NWS held and reported on.</p> <p>Attend at least 60% of IWM engagement meetings convened by NDA or NWS.</p> <p>Regular updates on LLW provided to Steering Group and RWPG meetings.</p> <p>Presentation held at Steering Group at the appropriate time.</p> <p>Presentation and discussion at Steering Group on NWS Strategy. Further engagement as agreed with NWS.</p>	<p>That our members are able to engage with NWS to understand and comment on the work of NWS, as a new NDA subsidiary, and understand the implications for Integrated Waste Management as a whole and for LLW in particular.</p> <p>That any proposals for NSD factor in the concerns of communities and maximises the opportunities presented.</p> <p>That our members are clear about the proposals in NWS Strategy and have engaged in dialogue with NWS to help shape their forward strategy.</p>	<p>The creation of Nuclear Waste Services represents a significant change. It combines the work previously undertaken by LLWR and by RWM and has a range of implications for local authorities and communities.</p> <p>In 2023/24 NWS is planning to develop a new integrated Strategy. This is an important development that will have implications for future waste management.</p> <p>The new Policy on radioactive substances and decommissioning policy, currently out for consultation, promotes a risk informed approach to waste management, Near Surface Disposal (NSD) and in-situ or on-site disposal. These changes have major implications for waste management and will impact on host communities. It will also see the potential development of a new landscape of treatment and disposal sites, with associated transport implications.</p>

Work Programme 2023-24

Objective 13: Engage on proposals for Near Surface Disposal (NSD) for some of the HAW inventory.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Nuleaf will submit a full response to the consultation on UK Policy on Managing Radioactive Substances and Nuclear Decommissioning. This will set out our view on Near Surface Disposal and in particular the concerns of our members on issues such as planning, community benefits and engagement/consent.</p> <p>We will engage with NWS and NDA Corporate Centre on Near Surface Disposal as appropriate.</p>	<p>Submit a full response to the UK Policy consultation, setting out our members views on Near Surface Disposal and any potential siting process.</p> <p>Host at least one discussion on NSD at a Nuleaf Steering Group or stand-alone meeting in 2023/24.</p>	<p>That any proposals for NSD recognise the interests and concerns of local authorities, and are based on a proper, effective and inclusive siting process.</p>	<p>In March 2023 the UK and Devolved Government launched a consultation on managing radioactive substances and nuclear decommissioning. This supported the potential development of a Near Surface Disposal (NSD) site.</p> <p>The NDA and NWS has already been investigating the scope for a NSD for part of the GDF inventory. This work will continue in 2023/24.</p>

Work Programme 2023-24

Objective 14: Maintain regular dialogue with NWS and Dept. of Energy Security and Net Zero (DESNZ) to take the Geological Disposal Facility siting process forward.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Hold regular meetings with (a) senior NWS staff and (b) senior DESNZ officials to exchange information on the Geological Disposal Facility siting process.</p> <p>Outwith formal meetings, maintain clear communication channels between Nuleaf and NWS. Alert NWS to any issues or concerns that local authorities have in relation to the GDF siting process.</p> <p>Ensure regular reports and discussion of developments in the Geological Disposal Facility siting process at Nuleaf Steering Group and Radioactive Waste Planning Group meetings.</p> <p>Hold a discussion on GDF site evaluation work to build understanding of what is and is not proposed.</p>	<p>At least 4 online or in person meetings on geological disposal with:</p> <ul style="list-style-type: none"> NWS senior managers Dept. of Energy Security and Net Zero civil servants <p>Regular discussion with NWS (either face to face or by phone).</p> <p>Geological Disposal Facility siting process to be a standing item on the agenda of all Steering Group and Radioactive Waste Planning Group meetings.</p> <p>Meeting on site evaluation held.</p>	<p>That all parties will be fully informed as to the issues relevant to local authority audiences, and how best to articulate and present the GDF to those audiences.</p> <p>That NWS has a clear understanding of any issues that may affect the delivery of the GDF siting process.</p>	<p>All local authorities currently involved in Community Partnerships or Working Groups are active members of Nuleaf, and the GDF is an issue of interest to our wider membership. A regular exchange of information with DESNZ, NWS and is therefore vital.</p> <p>We will seek to highlight issues that our members are concerned about, and also act as a conduit back to local authorities, raising their awareness of the siting process as it progresses.</p>

Work Programme 2023-24

Objective 15: Build awareness of the Geological Disposal Facility and the potential for local government to become involved in the new siting process.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Nuleaf will:</p> <ul style="list-style-type: none"> • Maintain regular dialogue with key officials within the LGA. • 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. • Act as an independent and impartial advisor to any local authorities interested in entering the siting process 	<p>Report to NWS and DESNZ on relevant communication / discussions within the Local Government Association.</p> <p>Participate with NWS in meetings and events with LGA, other local government networks and individual local authorities as requested by NWS.</p> <p>Feedback to NWS from Nuleaf Steering Group meetings and other activities.</p>	<p>That Nuleaf reaches out beyond its own direct membership to heighten awareness of the GDF process with local authorities and senior managers.</p>	<p>Nuleaf is in a unique position. We are located within the local government family with an understanding of the drivers and pressures on local authorities and an expertise in nuclear decommissioning and the GDF siting process.</p> <p>We represent the whole Local Government Association (LGA) on matters related to the geological disposal and can therefore act as a bridge between NWS and that wider network.</p>

Work Programme 2023-24

Objective 16: Maintain and develop online resources on the Geological Disposal Facility for local government.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Maintain a LinkedIn group and Twitter feed to provide regular information on the Geological Disposal Facility process and progress with decommissioning and waste management.</p> <p>Use our website as a resource to inform local authorities and communities on the GDF siting process. Our website includes a blog which can be used by NWS to share articles on aspects of the siting process.</p> <p>Undertake a review of our suite of GDF related Briefing Papers and revise and update Papers as required.</p>	<p>LinkedIn and Twitter feed used to provide regular updates on developments in the Geological Disposal Facility process.</p> <p>Publish at least one Blog post from NWS on our website.</p> <p>Briefing papers updated as and when required.</p>	<p>That Nuleaf members and others within local authorities are kept informed on the GDF proposals and the scope for becoming involved in the siting process.</p>	<p>Nuleaf operates a successful Twitter feed and a LinkedIn group providing regular updates to around 260 and 70 members respectively.</p> <p>Our website provides a wealth of information on the GDF siting process in the UK and internationally, and a blog that can be used as a forum to discuss the issues around geological disposal.</p>

Work Programme 2023-24

Objective 17: Provide support and advice to NWS and to any local authorities that enter the GDF process.

Key Tasks 2022-23	Outputs	Outcomes	Comments
<p>Continue to hold quarterly meetings of our GDF Local Authority Group. This involves all local authorities engaged in Community Partnerships and provides a useful forum for discussion and debate.</p> <p>Engage with the new Cumberland Council, which hosts 3 of the 4 current Community Partnerships, and support and advise them as necessary. Provide similar support to Lincolnshire Council and engage with Community Partnership meetings as appropriate.</p> <p>Providing independent advice any local authority entering the GDF siting process.</p> <p>Using our Steering Group and RWPG meetings as a forum for the discussion of the issues that arise, and reflecting our member concerns back to NWS and Government.</p> <p>Exploring with NWS the scope for Nuleaf to support international visits to communities that are engaged in GDF siting processes.</p>	<p>Hold 4 meetings of our GDF Local Authority Group. Feedback any issues raised to NWS, CoRWM and DESNZ as appropriate.</p> <p>Hold at least one meeting on the GDF with Cumberland Council. Seek opportunities to address Community Partnerships.</p>	<p>That Nuleaf provides effective support to any local authorities entering in the process and highlight their issues and challenges to the UK and Welsh Government and NWS.</p>	<p>Nuleaf is in a unique position, being located within the local government family with an understanding of the drivers and pressures on local authorities and an expertise in nuclear decommissioning and the GDF siting process. It takes a neutral stance on the question of nuclear development, focusing on legacy management.</p> <p>This gives our organisation potential to act as an 'independent arbiter' and 'honest broker' entering into debates and engagement with local authority organisations with a status that is different from that of the developer, NWS.</p> <p>A number of local authorities in Cumbria and Lincolnshire are formally engaged with the GDF siting process and others may follow in 2023/24.</p> <p>Nuleaf has established a Local Authority Group, involving all local authorities involved in Community Partnerships. This meets quarterly and provides a forum for discussion and debate on the siting process.</p>

Work Programme 2023-24

Objective 18: Participation and engagement in international networks on decommissioning and waste management.

Key Tasks 2024-24	Outputs	Outcomes	Comments
<p>Participate and contribute to meetings of the GMF Presidium. Play an active role in shaping the work programme and outlook of the GMF network. Participate in planned GMF meetings in Slovakia and Belgium (with the European Commission) during 2023/24. Engage as part of a GMF Europe delegation, in an international nuclear conference being held in Paducah, USA in May 2023.</p> <p>Participate in the meetings of the Civil Society group of the EURAD research programme and report back to NWS and our members as appropriate. Of particular relevant will be a visit to the Bure site in April 2023.</p> <p>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. Engage as appropriate with the NEA through its Forum for Stakeholder Confidence and other events.</p>	<p>Participation by our Executive Director in at least 80% of meetings of the GMF and its Presidium. Provide financial support for some of our members to attend GMF events.</p> <p>Report to the Nuleaf Steering Group on international engagement and wider international issues of relevance to the UK.</p> <p>Participation in at least 60% of meetings of the Eurad Civil Society group. Provide regular updates on the process to RWM.</p> <p>Engagement with the work of the IAEA and NEA as appropriate.</p>	<p>That Nuleaf is an active and influential member of appropriate international networks.</p> <p>That Nuleaf builds a better understanding of the experience of geological disposal in other countries and is able to use this to enhance our influence within the UK policy context.</p>	<p>Nuleaf's international involvement has increased significantly in recent years. It now includes:</p> <ul style="list-style-type: none"> • Membership of GMF (Group of Municipalities with nuclear Facilities), a pan-European network of local authorities. Nuleaf's Executive Director is currently a Vice President. • Involvement in the Civil Society Group of the current 5-year EURAD programme. This is a major research project funded by the European Union and involving participants from across the continent. <p>Nuleaf is also increasingly engaged in the work of the International Atomic Energy Agency's (IAEA) and the Nuclear Energy Agency's Forum for Stakeholder Confidence (FSC).</p>

Work Programme 2023-24

Objective 19. Continue to support the interests of member authorities impacted by proposals for all forms of nuclear new build that have implications for NDA sites and waste management.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Provide a forum for our members to engage with DESNZ, the NDA, EDF, UKAEA, CoRWM and other interested parties as appropriate.</p> <p>Monitor developments in proposals for Small/Advance Modular Reactors (SMR/AMR) and fusion reactors and their potential to impact on site end states and waste facilities.</p> <p>Liaise with the New Nuclear Local Authorities Group (NNLAG) secretariat and/or membership as appropriate.</p>	<p>Nuleaf to engage as appropriate.</p> <p>Host a discussion on AMRs. Provide updates to the membership through SG/RWPG papers and e-bulletin as appropriate.</p> <p>Nuleaf to liaise with the New Nuclear Local Authorities Group secretariat as appropriate. Joint event hosted if agreed by both parties.</p>	<p>That Nuleaf members are made aware of any issues arising out of proposals for nuclear new build, including Small Modular and fusion reactors, that may impact on NDA sites and legacy waste management.</p>	<p>There is significant activity in the field of SMR/AMR and fusion reactor development in the UK at present, along with ongoing discussions on the development of new conventional nuclear plans. These proposals will impact on existing NDA sites and on legacy waste management.</p>

Work Programme 2023-24

Objective 20: Continue to monitor work on the Submarine Dismantling Project, now in its delivery phase. Report issues and progress to Nuleaf Steering Group and Radioactive Waste Planning Group.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Report on developments in the Submarine Dismantling Project to members.</p> <p>Highlight any members concerns to the MOD and Government on the approach taken or the progress being made.</p>	<p>Provide updates to members through papers to SG and e-bulletins.</p> <p>Meet with or write to MOD and Government to raise any concerns identified by Nuleaf members.</p>	<p>That the process operates effectively in terms of engagement with local authorities and communities.</p>	<p>The SDP will progress over coming years with approximately 1 reactor pressure vessel per year being transported to Capenhurst from Rosyth or Devonport until all are stored at Capenhurst, awaiting long term disposal in a GDF.</p>

Work Programme 2023-24

Objective 21: Monitor other relevant national and local policy development and alert members on engagement opportunities. Prepare and submit Nuleaf comments as appropriate.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Nuleaf will develop detailed responses to all relevant consultations, circulating draft responses to members for comment and hosting discussion at Steering Group and RWPG meetings. This will ensure high quality and informed submissions will be prepared.</p>	<p>Nuleaf to respond to all relevant consultations and report on this at the end of each financial year.</p> <p>Draft responses to be prepared in advance wherever possible enabling final submissions to be fully informed by the views of member local authorities.</p>	<p>That the views of local authorities and Nuleaf are effectively communicated in all relevant consultations, leading to better outcomes for communities.</p>	<p>In consultation with members, Nuleaf will develop detailed responses to all significant consultations and work with DESNZ, Welsh Government, NDA and regulators to ensure that the consultations lead to effective policy and strategy and better outcomes for communities.</p>

Work Programme 2023-24

Member services

Objective 22: Support Executive Director in delivering other aspects of Nuleaf work programme.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Provide:</p> <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 & strategy. Draft Annual Report and Finance paper to AGM. Prepare Nuleaf Annual Report to Local Government Association <p>Act as initial point of contact for Nuleaf members and external bodies providing information where appropriate.</p> <p>Support Head of Planning at Suffolk County Council in dealing with any HR issues.</p> <p>Support member engagement during Covid pandemic.</p>	<p>Annual report, Local Government Association report and other information submitted.</p>	<p>That Nuleaf delivers and effective programme of work in support of its aims and objectives, fulfilling reporting requirements to the LGA and Suffolk County Council.</p>	

Work Programme 2023-24

Objective 23: Support Nuleaf meetings and other events.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Deliver Steering Group meeting, seminar (if scheduled), AGM and Radioactive Waste Planning Group meetings.</p> <p>Assist in organising other topic-based meetings as appropriate.</p>	<p>Arrangement of:</p> <ul style="list-style-type: none"> • 3 Steering Group meetings & AGM to be held online • 1 face to face Steering Group meeting incorporating a dinner and site visit • 1 Welsh members meeting • 3 or 4 Radioactive Waste Planning Groups, to be held online unless members wish otherwise. <p>Delivery of meetings as appropriate.</p>	<p>That Nuleaf meetings are well attended by our members and valued by them and our stakeholders as a valuable means of engaging in nuclear decommissioning and legacy waste management issues.</p>	<p>At the meeting held on 7th March 2023 the Nuleaf Steering Group agreed that until a decision is taken otherwise, the Steering Group will meet online three times per annum, and once in-person. The latter should incorporate a site visit.</p> <p>The RWPG will meet online, though has the scope to meet once a year in-person if members feel it necessary.</p>

Work Programme 2023-24

Objective 24: Ensure effective web and media communications.

Key Tasks 2023-24	Outputs	Outcomes	Comments
<p>Draft monthly newsletter and quarterly e-bulletin.</p> <p>Research and draft case studies and papers as appropriate.</p> <p>Keep website and online media up to date. Consider potential articles for the website Blog.</p> <p>Prepare an Annual Report for members and funders.</p>	<p>Production of 8 newsletters and 4 e-bulletins</p> <p>Website kept up to date to provide information resource for members and others.</p> <p>Monitor Twitter feed and post tweets as appropriate on topics of interest to followers. New articles posted on LinkedIn as appropriate.</p> <p>Annual report published and circulated to members and stakeholders.</p>	<p>That our communication materials are valued by our members as a useful resource that keeps them informed and assists them in their work.</p>	<p>Nuleaf's website and communication materials have been refreshed.</p> <p>The Nuleaf website has a Blog and an integrated Twitter feed.</p>

Work Programme 2022-23

Objective 25: Oversee finance and accounts.

Key Tasks 2022-23	Outputs	Outcomes	Comments
<p>Monitor and report on finance. Prepare end of year accounts and liaise with auditors as necessary. Process all invoices and purchase orders as required. Liaise with Suffolk County Council in order to ensure finances are managed correctly. Process Pcard receipts and ensure Executive Director adheres to Suffolk County Council policy. Amend financial guidelines in response to audit comments, if required.</p> <p>Make all travel and accommodation arrangements for staff and any Nuleaf members travelling on Nuleaf business, including international travel, ensuring best value for money is obtained at all times.</p> <p>Work with the Executive Director, the Chair and Vice-Chair to explore all suitable avenues for new or additional funding for Nuleaf.</p>	<p>Submission of finance reports and other information as required.</p> <p>Produce end of year accounts and submit to auditors.</p>	<p>That Nuleaf has effective financial management systems.</p> <p>That Nuleaf is put on a firm financial footing, with a balanced budget, providing long term stability.</p>	<p>Where appropriate, and subject to sufficient finances being available, Nuleaf will fund some of our members to attend international meetings. We will also alert members to the range of international online meetings that may be of interest.</p>

Engagement Calendar 2023-24

Nuleaf events	
Steering Group	June 14 th , September 7 th and 8 th , 14 th December, March date tbc
Radioactive Waste Planning Group	April 27 th , July 18 th , October 31 st , February date tbc
Welsh Member Authorities Meeting	Date to be confirmed
One NDA Group events	
Site Decommissioning and Remediation TOG	May 23 rd , November 21 st
Integrated Waste Management TOG	May 23 rd , November 23 rd
Critical Enablers TOG	May 15 th , June 15 th , September 20 th
University Stakeholder Roadshows	June 8 th and other dates to be confirmed
IWM Industry Forum	June 20 th , December 5 th
Re-use of directive wastes	June 5 th
International events	
GMF	May 17 th – 19 th (USA), June 27 th -29 th (Slovakia)
EURAD	April 18 th – 20 th (Nancy/Bure) May 24 th – 25 th (Paris), December 6 th to 7 th (Brussels)
IAEA	October 16 th – 20 th
Miscellaneous	
CoRWM	May 16 th , September 12 th , November 28 th
Radioactive Substances Policy Group	June 22 nd

Finance 2023-24

Budget Income FY2023-24

NDA	£140,000
Local Authorities	£19,775
Grants	<u>£1,000</u>

Total **£160,775**

Loss (£211)

Budget Expenditure FY2023-24

Salaries and on-costs	£123,151
Travel, accommodation and subsistence	£14,580
Room hire and catering	£4,000
Printing, postage and stationery	£110
Staff office costs and expenses	£4,745
Subscription to GMF	£9,000
Translation services	£400
Commissioned work	<u>£5,000</u>

Total **£160,986**

Risk Management

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

Contacts

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