

<b>Meeting:</b>	Nuleaf EGM
<b>Date:</b>	18 <sup>th</sup> June 2024
<b>Item:</b>	1
<b>Subject:</b>	Finance and Funding
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## Introduction

This report provides an overview of income and expenditure to date for 2023-24, and a draft budget for 2024-25. It is presented alongside the audited accounts for 2023/24.

## Recommendations

It is recommended that the Extraordinary General Meeting (EGM):

1. Approves the audit of accounts for 2023/24 as a true record.
2. Agrees the proposed budget for 2024-25.
3. Agrees to hold membership fees at the same level for the coming year.

### 1. Audited accounts for FY 2023-24

The table at Annex A shows the expenditure and income for FY 2023-24 as set out in the Audited Accounts. These were prepared by Peter Frost of Suffolk County Council. As always, Nuleaf is very grateful to Peter for his preparation of the audit.

The expenditure for FY 2023-24 was **£134,012.40**. The income was **£158,310.79** comprising:

- A contribution of £60,000 from the NDA.
- A contribution of £40,000 from Magnox.
- A contribution of £40,000 from NWS.
- An income of £16,371.95 from member authorities.
- A contribution of £1,836.09 from IAEA to support the attendance of the Executive Director at a meeting in Vienna.
- A sum of £673.87 in reimbursement of travel and accommodation costs.

This led to a surplus of **£24,298.39** which gave reserves of £158,310.79 at the 31<sup>st</sup> March 2024. Nuleaf reserves are held to provide surety in case grant funding is

reduced or ceases. Part of the reserves also forms the redundancy contingency should it be necessary for Nuleaf to cease activity and the staff be made redundant.

The surplus last financial year has in large part been generated by lower salary costs due to (a) a hiatus between Catherine Draper's retirement and the recruitment of Chloe Atkinson; (b) the fact that Chloe works fewer hours than Catherine did; and (c) that the planned Senior Policy Advisor post was not recruited. Instead, policy support has been provided by external consultants on a per diem basis.

It should also be noted that a sum of £15,000 was received from NDA to support consultancy work that will be delivered in 2024/25. This is not reflected in the 2023/24 accounts but included in the budget for this year.

## **2. Budget for 2024-25**

The attached table also shows the estimated expenditure and income for FY 2024-25. The estimated expenditure for FY 2023-24 is **£177,270**.

The estimated income is **£174,100** comprising:

- A contribution of £60,000 towards core costs and a separate contribution of £15,000 from the NDA towards consultancy work.
- A contribution of £40,000 from Nuclear Restoration Services (NRS).
- A contribution of £40,000 from Nuclear Waste Services (NWS).
- Membership fees of £18,100, assuming all councils retain their contributing membership with the exception of Manchester City Council which has confirmed it will not remain as a contributing member.
- An estimated figure of £1,000 as reimbursement of travel and accommodation costs for the Executive Director attending the IAEA meeting in Vienna in October 2024.

This will give an **anticipated deficit of £3,170** which gives reserves of **£156,040.79** at 31<sup>st</sup> March 2025, from which redundancy payments could be met should the need arise. Given the large surplus in 2023/24 it is felt acceptable to run a modest deficit in the current financial year. The increased costs reflect the current consultancy work that is underway and also the planned funding of some Nuleaf members to attend international events later on this year.

The income and expenditure figures do not include the additional income that would flow to Nuleaf to support the appointment of a SCCORS Co-ordinator, as the exact date of appointment of this post is not yet clear. It is hoped that this Co-ordinator would also be able to provide an additional day per week to support Nuleaf's policy work, and the costs of this have been included in the staff cost estimates for the year.

Nuleaf is grateful to the NDA, NRS and NWS for their continued funding and looks forward to working with NDA Group to deliver its mission.

### **3. Membership fees**

Member contributions have been maintained in recent years and we would like to express our gratitude to those local authorities that contribute financially to our work. We could not operate without the support of our members.

By providing a centralised resource, Nuleaf is able to provide a service at far lower cost to councils than any alternative, but we will continue to work to enhance our service. We will also seek to engage with other member authorities who are not already contributing members, especially those with NDA sites within their boundaries, to provide funding to enable our work to continue.

It is proposed that annual fees for 2024/25 remain at the same level as in the last financial year. This reflects the financial constraints under which member authorities work and means that fees have not been increased since 2007.

<b>Population</b>	<b>Membership</b>
Up to 100,000	£665
100,000 to 199,999	£995
200,000 to 499,999	£1,330
500,000 to 999,999	£2,035
Over 1 million	£2,660

## Annex A: Nuleaf budget and out-turn for 2023-24 and projections for 2024-2025

	2023-24 Budget	2023-24 Out-turn	2024-25 Budget
<b>EXPENDITURE</b>	<b>£</b>	<b>£</b>	<b>£</b>
Salaries and on-costs <sup>1</sup>	122,101.00	103,296.06	£115,000
Recruitment costs	1,400.00	1,439.00	0
Travel, accommodation and subsistence <sup>2</sup>	14,580.00	12,727.07	17,500
Room hire and catering	4,000.00	2,394.45	3,850
Printing, postage, stationery, IT consumables	510.00	422.32	500
Communications charges	1,200.00	898	1,000
IT costs (inc. website) <sup>3</sup>	2,820.00	820.17	3,770
Equipment costs <sup>4</sup>	250.00	87.48	1,000
Audit costs <sup>5</sup>	0	0	150
Subscription to professional body (GMF) <sup>6</sup>	9,000.00	8,788.89	9,000
Translation services <sup>7</sup>	400.00	0	1,000
Conference attendance fees <sup>8</sup>	75.00	0	0
Commissioned work	5,000.00	3,218.96	24,000
Miscellaneous expenses	50.00	511.12	500
<b>Total</b>	<b>161,386.00</b>	<b>134,583.52</b>	<b>177,270</b>
<b>INCOME</b>			
NDA/NWS/NRS	140,000.00	141,836.09	155,000
Local authorities	19,775.00	16,371.95	18,100
Reimbursements <sup>9</sup>	1,000.00	673.87	1,000
<b>Total</b>	<b>160,775.00</b>	<b>158,881.91</b>	<b>£174,100</b>
Balance b/fwd		<b>134,012.40</b>	<b>158,310.79</b>
+ /(-): Surplus/(loss) for financial year		<b>24,298.39</b>	(3,170)
<b>Reserve c/fwd</b>		<b>158,310.79</b>	<b>156,040.79</b>
Redundancy reserve contingency		37,000	37,000
<b>Available reserve</b>		121,310.79	119,040.79

<sup>1</sup> Includes NI & pension contributions. Staff costs in 2023/24 were less than anticipated. T

<sup>2</sup> The great majority of these costs relate to the travel and subsistence expenses for Nuleaf members attending the Annual Gathering in Workington in September 2023.

<sup>3</sup> The budget for 2023-24 included an allowance of £1,800 for a new laptop for the Executive Director and provision of a laptop for the Policy Officer. Neither was purchased but it is planned to purchase a new laptop and printer for the Executive Director in 2024/25. Some additional purchases may be required if a SCCORS Co-ordinator is recruited.

<sup>4</sup> A provision was made for desks for the new members of staff but this was not required.

<sup>5</sup> Audit is carried out by Peter Frost, Head of Internal Audit, Suffolk County Council.

<sup>6</sup> The figure is slightly lower than budgeted due to a difference in exchange rates.

<sup>7</sup> Translation services were budgeted for the Nuleaf Welsh members meeting but this meeting did not proceed. In 2024/25 it is anticipated that translators will be used twice, at the Annual Gathering and a Welsh members meeting.

<sup>8</sup> The amount set aside was not used.

<sup>9</sup> This payment was to cover the costs of Nuleaf's Executive Director attending a EURAD meeting in Brussels in December 2023.