

**Meeting:** Annual General Meeting  
**Date:** 10<sup>th</sup> June 2025  
**Item:** 4  
**Subject:** Finance, Funding & Staffing  
**Authors:** Philip Matthews and Chloe Atkinson



## Introduction

This report provides an overview of the final income and expenditure figures for 2024-25, and sets out a draft budget for 2025-26.

## Recommendations

It is recommended that the AGM note the final out-turn for 2024/25 and agree the proposed budget for FY2025-26.

### 1. Final accounts for 2024/25

This paper is accompanied by the Audited Accounts for FY 2024-25, prepared by Peter Frost CPFA of Suffolk County Council. As always we are very grateful to Peter for his support.

Expenditure for FY 2024-25 was **£183,618.59**. Income was **£184,856.46** comprising:

- A contribution of £78,534.25 from the Nuclear Decommissioning Authority (NDA)
- A contribution of £40,000 from Nuclear Restoration Services (NRS)
- A contribution of £40,000 from Nuclear Waste Services (NWS)
- Income of £19,430 from member authorities.
- A sum of £6,892.41 in reimbursement of travel and accommodation costs.

There was therefore a **surplus of £1,237.87** which gives reserves (adjusted balance) of £159,548.66 at 31<sup>st</sup> March 2025. The outturn for the year is better than the forecast, which was for a deficit of £3,170.00.

Key points to note are:

- The NDA contribution comprised a core grant of £60,000 along with £15,000 to support consultancy work as a proportion of the £30,000 received to support the SCCORS Co-ordinator post.

- The reimbursement figure is comprised of £5,849.54 in travel reimbursements to attend IAEA and GMF events; along with some smaller amounts for other reimbursements. These are set out in detail in the Audited Accounts.
- Reserves remain healthy. Nuleaf reserves are held to provide surety in case grant or member 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.

## 2. Budget for 2025-26

Appendix A shows the estimated expenditure and income for FY 2025-26. The estimated expenditure is **£193,418**.

The estimated income is **£187,100** comprising:

- A contribution of £60,000 from the NDA towards Nuleaf's core costs along with £34,000 to cover staff and other costs for SCCORS.
- A contribution of £30,000 from NRS
- A contribution of £40,000 from NWS
- Membership fees of £18,100. All local authority members have confirmed they will be renewing their contributing membership.
- £5,000 as reimbursement of travel and accommodation costs for attending the IAEA Global Conference on Nuclear Communities in Vienna in May 2025.

This will give an **anticipated deficit of £6,318** which gives reserves of **£153,230.66** at 31<sup>st</sup> March 2026, from which all redundancy payments could be met should the need arise.

It should be noted that the predicted deficit is due to the decision by NRS to reduce their support for Nuleaf by £10k compared with recent years. Nuleaf is continuing to engage with NRS and the NDA around this issue, which is a result of the financial challenges facing the whole NDA Group related to the settlement provided by the last budget and the anticipated Spending Review.

We are grateful to the NDA, NRS and NWS for their continued funding and look 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 hold the membership fees at the current level for a further year. Renewal requests have already been sent out and all members have indicated they will continue. A full review of membership fees, and the services provided to members, will be undertaken this summer.

<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

#### **4. Staffing**

Nuleaf was pleased to welcome Louise Martin to the team in February 2025. Louise is working 3 days per week on a 12 month secondment from Somerset Council. She is employed 2 days per week as Co-ordinator to SCCORS (Scottish Council Committee on Radioactive Substances) and one day per week to provide policy and strategy support to Nuleaf.

We are very grateful to the NDA for the additional funding provided to enable the appointment of Louise, and are in discussion with the NDA about the scope for the post to be extended beyond February 2026.

## Annex A: Nuleaf budget and expected out-turn for 2024-25 and projections for 2025-26

	2024-25 Budget	2024-25 Out-turn	2025-26 Budget
<b>EXPENDITURE</b>	£	£	£
Salaries and on-costs <sup>1</sup>	115,000.00	109,046.17	148,358.00
Recruitment costs	-	299.00	-
Travel, accommodation and subsistence <sup>2</sup>	15,500.00	24,800.90	23,650.00
Room hire and catering	3,850.00	7,845.62	5,600.00
Printing, postage, stationery, IT consumables	1,300.00	2,121.74	250.00
Communications charges	1,000.00	1,006.75	1,200.00
IT costs (inc. website)	2,970.00	906.39	2,900.00
Equipment costs	1,000.00	-	250.00
Audit costs <sup>3</sup>	140.00	115.30	0
Subscription to professional body (GMF)	9,000.00	9,468.07	9,000.00
Translation services <sup>4</sup>	1,000.00	430.00	1000.00
Conference attendance fees	-	250.00	0
Commissioned work	24,000.00	22,932.87	0
Miscellaneous expenses	510.00	1,127.22	500.00
<b>Total</b>	<b>177,270.00</b>	<b>183,618.59</b>	<b>193,418.00</b>
<b>INCOME</b>			
NDA/NWS/NRS	155,000.00	158,534.25	164,000.00
Local authorities	18,100.00	19,430.00	18,100.00
Reimbursements <sup>5</sup>	1,000.00	5,849.54	5,000.00
<b>Total</b>	<b>174,100.00</b>	<b>184,856.46</b>	<b>187,100.00</b>
Balance b/fwd		<b>173,310.79</b>	<b>159,546.66</b>
+ / (-): Surplus / (loss) for financial year		1,237.87	
<b>Reserve c/fwd</b>		<b>193,880.93</b>	
Redundancy reserve contingency		37,000.00	37,000.00
<b>Available reserve</b>		<b>159,546.66</b>	

<sup>1</sup> Includes NI & pension contributions. The 25/26 budget assumes a pay award of 3%.

<sup>2</sup> The holding of our Annual Gathering in London in June required expenditure in both 24/25 and 25/26. Overall costs for the 2025 Annual Gathering were higher due to the increased costs of hosting an event in London and the fact that this is also our 20<sup>th</sup> Anniversary celebration.

<sup>3</sup> Audit is carried out free of charge by Peter Frost, Head of Internal Audit, Suffolk County Council.

<sup>4</sup> Translation services were provided for Welsh speaking members at the 2024 Annual Gathering. It is hoped to host a dedicated Welsh members meeting in 2025/26 which will again require translation.

<sup>5</sup> Reimbursements relate to fees paid to Nuleaf for member attendance at IAEA and GMF Europe events during the year. Income of £5,000 has already been received for 25/26 from IAEA for an event in May 2025.