



Hinkley Point Site Stakeholder Group

Venue: The Canalside, Bridgwater

Tuesday, 23rd September 2025 commencing at 09:30

Additional paperwork for this and previous meetings can be found on the website: www.nrsssg.com

AGENDA

All reports & presentations will be circulated with final agenda two weeks before meeting. Members are requested to review reports and submit questions before the meeting, to allow responses to be made on day. Questions received during the meeting may be responded to in writing after the meeting.

The chair has asked that presenters use their speaking time to highlight important points only. This is to allow time for Plenary Panel Session.

All timings indicative and subject to change at Chairs discretion.

1. **09.30 Welcome from the Chair** - Cllr Leigh Redman
 - Welcome new Vice-Chair
2. **09:35 Apologies for absence**
3. **09.40 Open public Q&A session** - Subject to Chairs discretion
4. **09.50 Minutes of the Meeting held 3rd March 2025**
 - Accuracy & matters arising
5. **09.55 Site Director's report – Hinkley Point A site** - Mark Pitts
6. **10.10 Station Director's report - Hinkley Point B Station**, Des Uminski
7. **10.25 NRS corporate report** - James Craig
8. **10.35 NDA reports** - John McNamara
9. **10.45 Plenary session:** The Plenary for this meeting is split into two parts:

The session will give each presenter up to 10 mins to outline their message and 10 mins for SSG members' question & answers. Session will last around 45 mins.

Plenary 1
NDA Strategy 5 – presentation and video

Plenary 2
NDA/NRS Stakeholders survey – presentation and feedback
10. **11.35 ONR reports Hinkley A&B** - Bert Broadley

11. **11.50 Environment Agency reports Hinkley A&B** - Alister Wintle / Lucy Platts

12. **12.05 Chair's report and to note items circulated between meetings**

To note items circulated between meetings:

- Have your say on the NDA (sent 11/03)
- Leadership Changes at NWS and NTS (sent 18/03)
- ONR Consultation – EIADR application for consent for HPB (sent 21/03)
- Consultation on the EDF Energy Nuclear Generation Ltd EIADR Application for Consent for the Hinkley Point B Site (sent 16/05)
- Environment Agency – Environmental Permit Consultation (sent 06/06)
- Sebastian Koa – Recruitment for interviews for PhD research (sent 16/06)
- Hinkley Point B variation EPR/CB3735DT/V008 (sent 07/07)
- Launch of public consultation on NDA Strategy 5 (sent 07/07)
- ONR Site Inspector's Quarterly SSG Report for Hinkley Point A Quarter 2 – 01 January to 30 June 2025 (sent 16/07)
- ONR Site Inspector's Quarterly SSG Report for Hinkley Point B Quarter 2 – 01 January to 30 June 2025 (sent 28/07)
- Placeholder – NDA Strategy 5 Webinar – 5 September (sent 28/07)
- Register now for the NDA Strategy 5 Webinar (sent 15/08)
- Reminder – Invitation and Registration link for NDA Strategy 5 Webinar (sent 21/08)
- Election of new Vice Chair (sent 21/08)
- Sent on behalf of the NDA – Reminder – Invitation and Registration link for NDA Strategy 5 Webinar (sent 21/08)

13. **12.30 Any other business**

1. Discuss and agree new Constitution (Hinkley Point SSG draft and NDA guidance attached). To include thoughts on outreach - how can we connect better with our communities?
 2. Discuss 'Hinkley Point display' at Blake Museum as detailed in Chair's report
 3. Plenary ideas for next meeting?
 4. 2026 Meeting dates (Tuesday, 17 March & Tuesday, 15 September)
- Any other items agreed by chair before the meeting

If you have any queries relating to the SSG meeting or wish to send any pre-submitted questions, please use the following email address: Hinkley.ssg@nrsservices.uk

If you are sending a pre-submitted question, please make it clear in your email which regulator the question is for, so we can ensure it is passed to the relevant team.

The next Hinkley Point SSG's meeting date: TBC



**MINUTES OF THE MEETING OF THE
HINKLEY A & B STAKEHOLDER GROUP (SSG)
HELD AT THE CANALSIDE, MARSH LANE, BRIDGWATER, TA6 6LQ
MONDAY 3 MARCH 2025**

Attendance/Apologies list

Present

Cllr L Redman

Chair

Elected Members

Cllr C Allen
Cllr P Crosland
Cllr H Davies
Cllr S Goss
Cllr K Hewson
Mr A Jeffery
Cllr C Morgan
Cllr R Perrett
Cllr M Phillips
Cllr J Roberts
Ms M Smith

Cannington Parish Council
Fiddington Parish Council
Somerset Councillor for Watchet, Williton and Stogursey
Stogursey Parish Council
Bawdrip Parish Council
Green Party
Stogursey Parish Council
Otterhampton Parish Council
Wembdon Parish Council
Nether Stowey Parish Council
West Somerset Green Forum

Appointed Members

Ms N Dawson
Mr C Jones
Ms L Martin

Somerset County Council
Somerset County Council
Somerset County Council

EDF

Mr H Dyer
Ms N Fauvel
Mr M Pardo
Mr D Stokes
Mr D Uminski

NRS

Ms K Baxter
Mr S Booth
Mrs S Fry
Ms K Whittle

In Attendance

Mr B Broadley
Mr G Peam

Ms S Franks
Ms L Platts
Ms B Williams
Mr A Wintle

ONR Hinkley B
Unite (EDF, Hinkley B)
ACTION – check if Union reps are seen as members of SSG.
Environment Agency
Environment Agency
Environment Agency
Environment Agency

OFFICIAL

Mr G Dore

Minute Taker

Members of the Public

Mr R Wallis

Mr J Burton

Staff of Ms R Gilmour MP

Somerset Council

Apologies

Ms R Gilmour

Mr M Pitts

Cllr A Govier

Ms W Griggs

Mr B Hamilton

Mr J McVerry

Mr S Taylor

Ms V Thomas

Mr A Debenham

MP for Tiverton and Minehead

Site Director, Hinkley A

Somerset County Council

Liberal Democrat District Councillor, Yatton Ward

NRS

Clerk, Stockland Bristol Parish Meeting

Clerk, Stogursey Parish Council

Environmental Agency

Stop Hinkley

1. WELCOME

The Chair (Cllr Redman) opened the meeting and thanked all for attending. He began by noting that Mervyn Brown had passed away following his battle with prostate cancer. The attendees observed a moment of silence in memory of Mervyn Brown.

The Chair passed on his good wishes to Mr Pitts, who was recovering following an illness. Reports had been circulated in advance of the meeting to allow attendees to prepare any important questions. Should any presenter be unsure of an answer, the Chair would note the question and ensure that there was a written response. The Chair also invited attendees to suggest topics of discussions for the plenary session.

2. APOLOGIES FOR ABSENCE

Apologies had been received as listed above.

3. OPEN PUBLIC Q&A SESSION

No public questions were received.

4. MINUTES OF THE MEETING HELD 28 OCTOBER 2024

The minutes of the meeting held on 28 October 2024 were approved as a true and accurate record of the meeting.

5. STATION DIRECTOR'S REPORT – HINKLEY POINT B STATION

Ms Fauvel offered condolences on behalf of herself and Hinkley B following the passing of Mervyn Brown. She also recognised the work of Mr Stokes and thanked him for his efforts.

It was noted that a discussion had taken place at the last SSG regarding how Hinkley B categorised and defined significant reportable events. There were two overarching categories: tier 1 nuclear reportable events and environmental events. Tier 1 nuclear reportable events were most significant under four categories: a fire or explosion that affected nuclear safety, nuclear plant systems that were defective or could not be operated safely, release of gas from reactors that required use of breathing apparatus on site and a radiological release or overexposure. The last tier 1 reportable nuclear event had fallen under category 2 and had been linked to a boiler tube issue in 2016.

Ms Fauvel highlighted the environmental events. There were two key definitions: a severe environment event causing permanent and long-term harm and/or had a major effect on the surrounding area, and an environmental permit breach or legal non-conformance that had caused harm to the environment. A tier 1 environmental reportable event in 2021 had been linked to a tank failure and oil loss.

There had been one lost time incident on site and three minor first aid injuries since the last SSG. Hinkley B sustained and maintained safety performance. The site was no longer subject to the Control of Major Accident Hazards Regulations (COMAH), and it continued its tapering down of hazards on site. It would continue with its hazard reduction programme, in parallel with defueling the reactors.

Reactor 4 had been formally declared fuel free on 9 August, and Hinkley B had commenced defueling reactor 3. 116 spent fuel flasks had been dispatched in 2024, with 39 dispatched since the last SSG. The focus would shift to preparing the station and station staff for integration into NRS in the autumn of 2026. In addition to defueling, Hinkley B would also deliver the preparation, plant, paperwork and staff organisation in anticipation for its next phase.

- 11 Hinkley B was working closely with NRS and NDA regarding the integration. The site was creating shared office space to accommodate information technology, and discussions were taking place with staff to ascertain their future aspirations. Hinkley B was also engaging with its regulators, and a recent inspection under licence condition 35 had been awarded a green rating.
- 12 Hinkley B had submitted its updated Environmental Impact Assessment for Decommissioning Regulations (EIADR) consent application on 28 February, and it would be reviewing its decommissioning waste processing facility. A joint working group between NRS and EDF had been established to identify a detailed design proposal and some of the preparatory work. Work had also taken place on an initial options review for managing Hinkley B's future active effluent discharge route.
- 13 **ACTION: Share EIADR consultation**
- 14 437 EDF employees were on site, while there were 200 contract partners and 12 agency staff. As the site had emptied reactor 4, Hinkley B had been able to submit a formal request to reduce its emergency plan. Consequently, the desk engineer role would be eliminated. Emergency scheme training continued, and as part of Hinkley B's arrangements for its licence condition, it was required to train for eventualities. The site had an excellent emergency preparedness engineer who provided tough scenarios to train against, and it maintained this capability.
- 15 Rachel Gilmour MP had visited Hinkley B, and her attendance had been welcomed. The station had raised £20,000 from personal staff contributions for its charity partner, the Alzheimer's Society, and it had also provided significant sponsorship to local sports teams, clubs and associations. Ms Fauvel noted that there was a study that highlighted how the power station positively impacted the local community.
- 16 Ms Fauvel highlighted the volunteer days and reported that there had been two sessions, with most of the foliage cleared.
- 17 Cllr Goss queried the final destination for the low-level waste. Ms Fauvel stated that Hinkley B had not commenced processing additional waste. Any waste that it was processing was consistent with the normal operational phase. Mr Uminski added that Hinkley B would attempt to avoid placing anything in long-term storage. It would aim to secure the best achievable option for whichever waste stream, and it would demonstrate this to the regulator. Hinkley B would utilise specialist contractors to clean and process its waste, and it would always achieve the lowest possible outcome for waste streams. Cllr Goss recollected that one possibility had involved burying low-level waste on site. The Chair proposed that feedback on this be provided at the next meeting.
- 18 **ACTION: Ascertain how Hinkley B is identifying its low-level waste and how it is preparing for the transfer to NRS.**
- 19 Mr Jeffery noted that most low level from nuclear power stations had been deposited at Drigg. He presumed that Hinkley B's transfer from defueling to NRS would still involve some low-level waste being deposited at Drigg. Ms Dyer stated that EDF would attempt to avoid taking things into long-term storage, where possible, but such decisions would be made in conjunction with the regulators once the waste was defined. The Government would determine Drigg's capacity.
- 20 The Chair queried the timescale for the hazard reduction programme. Ms Fauvel explained that the station needed to deliver three parallel workstreams. These were defueling, changing the plant configuration and the emergency scheme. In conjunction with becoming fuel-free, the site would introduce a detailed process to taper down the hazard reduction in order to enforce the organisational changes. There was a detailed schedule that documented all workstreams and pre-requisites.

6. STATION DIRECTOR'S REPORT – HINKLEY POINT A STATION

- 21 Mr Booth offered his condolences following the passing of Mervyn Brown. He explained that he would present the report for Hinkley A on behalf of Mr Pitts.
- 22 Hinkley A had begun running schools for different sites. Dungeness and Harwell had onboarded apprentices through Hinkley School. Hinkley A was working through tranches of monitors. Another tranche had been trained for Hinkley and Berkeley.
- 23 Work was taking place on a new programme of enduring culture. Mr Booth noted that it had been previously reported that the site and safety representatives had lost confidence in each other. However, the site had a good tranche of new representatives who were engaging and keen to express their concerns and identify solutions.
- 24 The asbestos remediation project had concluded. Consequently, Hinkley A's asbestos contractor was almost de-mobilised, and the site was now managing daily horizons that emerged. Much debris had been leftover following the splitting of fuel elements. The site had almost doubled its target for the year, at 5.9 tonnes. Hinkley A needed to access its dry vaults, and work was progressing. A planning application had been submitted to improve some welfare facilities on site.
- 25 Hinkley A had focused on reporting, including encouraging teams to report near-misses. The first element had encompassed low-level reporting, and the next component would involve leaders going out into the field and interacting with the teams. Operational fitness was a major area of focus, and an exercise was currently taking place to close out this scope of work. Following changes to the target operating model (TOM), a single site director would be responsible for the site and all programme delivery offsite.
- 26 The next tranche of apprentices would be onboarded in September 2025, including six nuclear operatives and one maintenance technician. March 2025 would mark 60 years since Hinkley A's two reactors had begun to generate energy, and the site would hold a celebratory event during the first week of May. Hinkley A had supported National Apprenticeship Week, and Katie Pitts, a nuclear electronic technician apprentice, had represented NRS at Parliament.
- 27 Mr Booth presented Hinkley A's targets for 2024/25. Several actions had been completed. The fire system action remained open, due to an issue with the procurement of spares. The site remained compliant. Hinkley A had planned to get its first package into the store by the end of the financial year, but this would likely occur in August.
- 28 Although NRS had been impacted by the spending review, Hinkley had received much of the funding that it had requested for the next year. This meant that it had not had to defer any work, but over the next three to four years it would be impacted by inflation.
- 29 The site had suffered significant damage following Storm Darragh. The Document Centre building roof had been severely affected but was currently being repaired.
- 30 Mr Booth highlighted socio economic and reported that Hinkley A had sent £1,758 to Cannington Brownies for camping equipment and £1,907 to Freewheelers for banners and feather flags to support fundraising. It had also partnered with Neighbourly to volunteer to support local good causes. Rachel Gilmour, the NRS managing director and Nuclear Operations director had all visited the site.
- 31 Cllr Goss questioned whether the aqueous waste disposal issue would be addressed during the meeting. Mr Wintle said he believed that Mr Pitts had addressed the topic at the last SSG. Mrs Fry stated the report had been shared on the SSG website. The Chair recalled that there had been an action from the last meeting to share a report. Mr Booth suggested that Cllr Goss send any questions to him. Cllr Goss stated that the Bristol Port Company would extend the Steart area closer to Hinkley A and Hinkley B. This would involve inserting a breach in the area, which would disturb the coastline. She questioned whether the minerals would be impacted. The Chair agreed to note Cllr Goss's request.

32 **ACTION: respond to Cllr Goss (shared with group), confirming aqueous waste disposal. Contact Cllr Goss to confirm Bristol port question, and liaise with Chair to confirm response.**

7. NRS CORPORATE REPORT

33 The Chair explained that Mr Hamilton had offered his apologies but had provided the Chair with notes to read out on his behalf.

34 NRS had restructured to restrengthen the relationship between site directors and the executive by moving from two to three managing directors. There would be one each for paired sites, such as Hinkley, and solo sites, with a third managing director for Dounreay. This meant that site directors would report directly to an executive member. As part of the restructuring, a new programme, project and managing director position had been created.

35 **ACTION: share details of Hinkley managing director.**

36 NRS had conducted deep dives into communities around four of its sites, following polling and feedback from the focus group. The current deep dive sites were Wylfa, Oldbury Berkeley and Chapelcross.

8. NDA REPORTS

37 Mr McNamara introduced himself and offered his condolences to the friends and family of Mervyn Brown following his passing. He also wished Mr Pitts a speedy recovery.

38 Mr McNamara explained that NDA was a government arm's-length body and consisted of four pillars: NRS, Sellafield, Nuclear Waste Services (NWS) and Nuclear Transport Services (NTS). The NDA reviewed policy and would set the five-year strategy for the group.

39 Josh MacAlister had been appointed as the chair of the All-Party Parliamentary Group on Nuclear Energy and as Parliamentary Private Secretary to Pat McFadden MP. David Peattie, Corhyn Parr and Euan Hutton had appeared before the Energy Security and Net Zero Committee on 18 December, answering questions on a wide variety of subjects connected to the NDA's mission. Nuclear Week in Parliament had taken place at the end of January and had been positively received.

40 As part of the Government's plans to mobilise plutonium and put it beyond use, the NDA would be tasked with mobilising the plutonium, and a new plutonium plant would be built at Sellafield. The scope of work would likely extend across several decades. Subsequently, the NDA had committed to spending £5 million to establish a plutonium ceramics academic hub with the University of Manchester and University of Sheffield.

41 280,000 tonnes of aggregate had been transported via rail to seal some of the vaults at the Low-Level Waste Repository (LLWR) site in Cumbria.

42 The NDA was due to celebrate its 20th anniversary and would commission a film for the SSGs. As part of this, the NDA would review the SSGs. It was hoped that the review would conclude within the next month.

43 The NDA planned to undertake more work on the spending review over the next five years. The Strategy V consultation was due to be published in 2025, and it was likely to go out to public consultation in the summer. As the NDA did not have full awareness of the spending review, this would impact planning for Strategy V. While some projects would be paused, and ultimately stopped, the environmental and safety critical projects would proceed. The NDA would receive £4.1 billion from the Government for 2025, which represented approximately 40% of the Department of Energy's budget.

44 Cllr Goss expressed concern following the reduction of Hinkley A & B's SSG meetings from three to two per year. The change had been initiated without any consultation. She was also aware that Oldbury and Berkeley would still have three meetings a year. Mr McNamara replied

that the review would assess the frequency of SSG meetings. While the NDA would set a blueprint and guidelines for SSGs to operate within, the local SSGs would set their own constitution. There were always cost pressures, and NRS would have to bear a massive burden. There would be an ongoing discussion.

45 The Chair recalled that there had been a previous discussion regarding the level of data after Hinkley B had ceased generating energy. The SSG had chosen to revert to two meetings a year while also agreeing to necessitate any desire for three meetings a year. He had introduced also the plenary session to add depth. Once Hinkley had visibility of the SSG review, it would contemplate how it could amend its constitution to ensure that it met the expectations of all members. Cllr Goss said member attendance had reduced following the reduction to two meetings a year. It appeared that the change had been implemented to benefit some of the regulators. The Chair acknowledged Cllr Goss's comments.

46 Ms Smith asked what the £5 million figure for the plutonium ceramics academic hub accounted for. She also asked if any of the plutonium derived from sources outside of the UK and where funding would emanate from. The Chair agreed to circulate a formal response to Ms Smith's questions after the meeting.

47 **ACTION: A written response to Ms Smith's questions, regarding the plutonium ceramics academic hub and funding, to be circulated following the meeting.**

9. PLENARY SESSION

48 *Introduction to NRS Sustainability Strategy*

49 Ms Baxter explained that the original strategy had been unfit for purpose. NRS had wanted a sustainability strategy that was fit for a growing business. The new 10-year strategy had recently been approved by the NRS board, and it outlined that NRS would have a safe, secure and sustainable decommissioning.

50 NRS had determined that its strategy would be simple, succinct and have clear golden threads, outcomes and goals. The strategy consisted of 12 pages and contained a commitment to sustainability. The first paragraph outlined NRS's mission, while the second paragraph highlighted its ambition to achieve its mission in a sustainable way.

51 Ms Baxter presented the strategy. The strategy would balance business, the environment and communities. The strategy would aim to be the blueprint for the nuclear industry. NRS would decommission in a way that encouraged nature and allowed people to thrive, while also decommissioning in harmony with communities. Each pillar included five themes. These included value for money, working collaboratively and innovatively, enhancing nature and biodiversity at all sites, celebrating and encouraging diversity and listening to stakeholders.

52 The Chair asked Ms Baxter to outline the next steps. Ms Baxter explained that the sustainability strategy would be launched internally during sustainability week and would be initially trialled at Berkeley and Sizewell. The primary focus for the upcoming financial year was on devising implementation plans, but there were also several high-level objectives.

53 Ms Dawson noted that Somerset had several industrial and development sites. She asked if anything within the strategy could be shared with other industries. Ms Baxter responded that the strategy should be able to speak to other industries.

54 Ms Martin asked when the strategy would be trialled at Hinkley. She also asked if there would be engagement to review how the implementation plans would link with localised plans. Ms Baxter replied that while the strategy would be initially trialled at Berkeley and Sizewell, much work would also take place at other sites. The strategy would recognise the good work already taking place across NRS, also identifying areas of improvement. All sites would progress at the same time. NRS would issue biodiversity action plans to all sites during the next financial year and would also create enhancement zones on every site to consider biodiversity net gain requirements. Consultants had reviewed local nature recovery plans, and meetings would take place at all sites to ensure that NRS's plans were aligning to local requirements.

55 Ms Smith asked if there would be a process to measure the outcomes and success of the strategy. Ms Baxter replied that NRS had identified a way to measure biodiversity, while there would be social impact plans to identify opportunities to impact the communities. This piece of work was currently taking place at Chapelcross.

56 **ACTION: Ms Baxter to identify where Hinkley sat on the implementation list.**

57 Cllr Goss stated that Hinkley's sites were located in the old West Somerset area, which had one of the highest deprivation levels in the country. She hoped that Hinkley was high on NRS's list of priorities.

58 ***Hinkley Habits Survey Interim Findings***

59 Ms Williams introduced herself and explained that the habits surveys generated site-specific data on the foods that people consumed, as well as highlighted activities within the vicinity of nuclear sites. The regulator would then be able to complete retrospective dose assessments to assess the effects of radioactivity on the public. The retrospective dose assessment was presented annually in the Radioactivity in Food and the Environment (RIFE) report.

60 A partnership of organisations commissioned habits surveys, including the Environment Agency (EA), Food Standards Agency (FSA) and Office for Nuclear Regulation (ONR). The EA would set a limit on discharges and monitor the environment, while FSA would monitor the food chain. ONR monitored direct radiation from the sites and also issued nuclear site licences. The Centre for Environment, Fisheries and Aquaculture Science (CEFAS) was the current contractor.

61 The habits survey would study the habits of people within the vicinity of sites and the activities undertaken close to the site. The EA would aim to review habits around every nuclear site in England and Wales every seven to 10 years, and surveys were undertaken in accordance with Government guidelines. Information was collected during voluntary interviews with the public and businesses. Collated information included the amount of locally produced food consumed, the amount of time spent conducting activities in the postal areas and the riverbanks in the terrestrial areas, and the amount of time spent within 1 km of a nuclear site. CEFAS would generate a detailed survey plan, and specially trained individuals would conduct the interviews. The interviews would specifically target individuals in the localities that were anticipated to be most exposed to radioactivity.

62 There were three different survey areas: direct radiation survey area, terrestrial survey area and aquatic survey area. Information from the survey would be combined with data on the levels of radioactivity identified in the food and environment. This would calculate the level of radiation that members of the public were exposed to, which would then be presented in the RIFE report.

63 Ms Williams presented the direct radiation survey, terrestrial survey and aquatic survey areas for Hinkley. The direct radiation survey area had been increased from 1 km to 1.1 km due to some residential properties on the boundary. The terrestrial survey area covered 5 km, while the aquatic survey area extended to 9 km offshore.

64 The survey had uncovered activities similar to those identified in 2017. The terrestrial and direct radiation survey areas had changed since 2017 as they were now based on the A, B and C sites. The direct radiation survey area had become vastly populated. No residential or commercial properties had been identified within 1 km of the site. There had been an increase in occupancy over some substrates. The interim results had identified occupancy over salt marsh, while no commercial fisheries had been identified within the aquatic survey area during 2024. Ms Williams advised that the report included additional findings.

65 Ms Williams presented the key findings in relation to food. Collection and consumption of samphire and seaweed had been identified during 2024. Beef cattle grazing had been detected within the aquatic survey area, and the beef had been consumed. Three beekeepers had been identified, with honey consumed and sold. There had been an increase in consumption rates of some terrestrial foods, such as pig meat and honey, as well as decreases in milk, poultry and eggs. The 2024 report had also identified venison, which had not been

highlighted in 2017. The final report would be published on the CEFAS website by 31 March, and the new data would be used within RIFE 30.

66 The Chair asked if the parish council representatives could invite their parish councils to provide feedback. Ms Williams replied that they could.

67 Cllr Davies asked if the presentation slides could be shared. The Chair stated that he had made a note for the slides to be shared.

68 **ACTION: The Chair to request that Ms Williams share the presentation slides and share link to report and details once launched.**

69 Cllr Morgan said he had not observed a request being sent to Stogursey Parish Council. Ms Williams stated that a letter would have been sent to the SSG last year, outlining that a habits survey would be occurring in the area. However, there was no direct communication with the parish councils. The Chair added that the survey was separate from the SSG, and he agreed to seek clarification on the detail.

70 **ACTION SSG secretariat to confirm communications and advise chair.**

71 **AFTER NOTE - We received the following communications into the SSG mailbox:**

22/05/24 – Email from Katharine Moore, Cefas – Letter and information leaflet about the survey

23/05/24 – Email from LR to the SSG confirming that the letter should be shared

11/06/24 – Updated letter from Katharine Moore (to include Hinkley Point C)

17/06/24 – Email from Victoria Thomas, EA – Public information leaflet on the Habits survey

17/06/24 – Email from LR to the SSG confirming that this should be shared

The communication of this documentation was noted on the agenda for the meeting on 28/10/24 under item 13. 'Items circulated between meetings'.

72 Cllr Goss suggested that the EA contact the parish councils rather than the SSG. The Chair said he would obtain feedback on this.

73 The Chair asked what major issues or changes had been identified. Ms Williams responded that no commercial fisheries had been identified in the area, while the salt marsh beef that were grazing on the salt marsh represented a new pathway.

10. OFFICE FOR NUCLEAR REGULATION (ONR) REPORT HINKLEY A & B

74 Mr Broadley reported that there had been routine engagement inspections on site. ONR had received an updated submission for EIADR. Consultation would recommence on 6 March, running until the beginning of June.

75 Mike Finnerty had been appointed as the new chief executive and chief nuclear inspector of ONR, while Dr Nicola Crauford had been named as the new chair of the board. A new finance director had recently started, and a new director of HR would start at the end of the month.

76 ONR continued to focus on defueling, and subsequently decommissioning Hinkley B. It would also aim to ensure a smooth transition from EDF to NRS.

77 The Chair asked how often ONR would produce a report. Mr Broadley replied that ONR would generally produce two reports per year for Hinkley A and Hinkley B.

11. ENVIRONMENT AGENCY REPORT HINKLEY A & B

78 Mr Wintle outlined that he would provide a report for both Hinkley A and Hinkley B, as Ms Thomas had offered her apologies. He highlighted the Guidance on Requirements for Release (GRR) and explained that it was dependent on a decommissioning strategy for each site. Some sites could opt for a GRR, but this would involve obtaining an environmental permit for

the site. Winfrith was reviewing GRR at its site, and NRS had produced customer and stakeholder information.

79 The report was taken as read. The EA had conducted a fire, water and site drainage inspection for Hinkley A, and the inspection had not identified any non-compliance of the permit. Although the inspection had been positive, the site required work in some areas. Hinkley A had welcomed the EA's feedback.

80 An asset management inspection had been postponed until April due to the disruption caused by Storm Daragh. The EA had completed a high activity waste inspection in January, and the inspection had been extremely positive.

81 Regarding Hinkley B, Ms Thomas had completed a contract management and intelligent customer inspection, and no non-compliance had been identified. The EA had recently completed an inspection with ONR, which had also been positive.

82 All data for the Hinkley A discharge reports had been provided on time. There had been no permit breaches or any trends of concern. Mr Wintle also clarified that no trends of concern had been identified at Hinkley B. The EA was working with EDF and NRS on the permit transfer.

83 Cllr Goss noted that Stogursey Parish Council had recently visited the Hinkley point A and B sites. It had been impressed by recent developments at Hinkley A following the management change, while the visit to Hinkley B had been well organised.

12. CHAIR'S REPORT AND TO NOTE ITEMS CIRCULATED BETWEEN MEETINGS

84 The Chair noted that his report had been circulated. He and the Vice Chair had partaken in the SSG review. The National Chairs Group had been involved in the funding discussions, to identify potential impacts to stations. He had also remained involved in the strategy consultation.

85 The Chair encouraged attendees to provide ideas for the plenary session.

86 Cllr Davies said he had observed that the Chair's report would first adopt plain language before becoming increasingly difficult to decipher. The Chair confirmed that he always attempted to share as much information as possible. He agreed to review Cllr Davies's issue. Ms Fauvel invited attendees to contact Hinkley A and Hinkley B regarding any specific questions or points of clarification.

13. TO NOTE ITEMS CIRCULATED BETWEEN MEETINGS

87 The Chair noted that the following items had been circulated between meetings:

88 Environment Agency's Hinkley 'meet the regulator meeting' invitation

89 20/11/24 EA interim report December 2024

90 The Chair explained that he had written to every parish council clerk in the area to check whether they wanted to be involved in the SSG and be listed on the communications list. He sought to ensure that the SSG was engaging in dialogue as widely as possible. He also wanted to release press to help broaden the age demographic.

91 Cllr Phillips said many parish councils were changing their email addresses to .gov.uk. He forewarned that there would be many new email addresses that the SSG would need to note.

92 Mrs Fry suggested that attendees urge local community groups and schools to list work on Neighbourly. The Chair agreed to share the link to the Neighbourly app. Ms Smith noted that there had been a previous exercise to invite youth groups to attend the SSGs. The Chair responded that there had not been much youth interest. It was recognised that the SSG needed to grow involvement. Ms Smith suggested engagement via TikTok.

14. ANY OTHER BUSINESS

93 There being no further business, the meeting was closed.

Next meeting date: 23 September 2025



Hinkley Point A Site

Site Stakeholder Group

Site Report



September 2025

Mark Pitts, Hinkley Point A - Site Director



Introduction

Since the last SSG, I'm happy to report the progress made regarding Safety Rep recruitment. The Safety Rep team is now well embedded and performing well. Target and milestone performance is also good with just one Asset Care target currently at risk of falling behind. Whilst we have had a number of minor events, our Safety, Security and Environmental performance remain good.

I'm particularly proud of the efforts made to get the Pre Conditioning Facility (PCF) into Active Commissioning, plenty of hard work needed in making this vital step on our decommissioning journey.



Safety Security and Environment

"Everyone gets to go home in at least the condition they arrived in"

Mark Pitts, HPA Site Director

Reporting levels remain high and action close-out has improved. These will remain a focus area of mine along with leadership visibility in the field.

Our site Golden Rules, introduced earlier this year, are now well embedded and part of our everyday language.



We have seen a small increase in lifting-type events, nothing overly concerning, we are investigating the root cause behind this trend.

Three yearly Periodic Review (2025) of the Hinkley Point A REPPIR (Radiation Emergency Preparedness and Public Information Regulations) has been completed, with no change to the extant Hazard Evaluation Report. As such, the Consequences Assessment Report continues to provide the necessary information.



Key Projects

Critical path activities continue to make good progress. Our FED (Fuel Element Debris) retrieval rates are already ahead of this time last year, having already exceeded 4te retrieved. The target for the financial year is 9.2te.

Commissioning and handover of key ILW processing facilities continues, with our PCF (Pre Conditioning Facility) now in its active commissioning phase. This is a significant milestone for Hinkley, enabling us to progress towards our first final package in the store.

Enabling work to allow access into the Dry Vaults is continuing well, most notable the pond pipe bridge removal. Cavendish Nuclear who will be doing the bulk of the installation work has commenced mobilisation onsite.

We do have some technical challenges to overcome concerning dust management within the dry vaults. It's not an immediate concern and it's positive that we've recognised it this early in the project.

Asset Care projects continue. We have one work pack slightly behind target (Installation of a wireless fire alarm system). Our planned reroofing work is currently ahead of schedule, mainly due to the good weather this year, with only minor delays caused by the extraordinarily hot weather.

Business Planning

The site now enters its business planning phase which will run through to March 2026.

Unlike previous years, we are submitting a four-year funding plan. Exact values are currently being worked up. There are no plans to significantly change the pace of work delivery.



Staff



Apprentices

The 2025 cohort of apprentices have officially begun their journey with us, as 45 apprentices at Sites and Centre and 20 at Dounreay join the NRS family. 14 of these apprentices are based at Hinkley Point A.

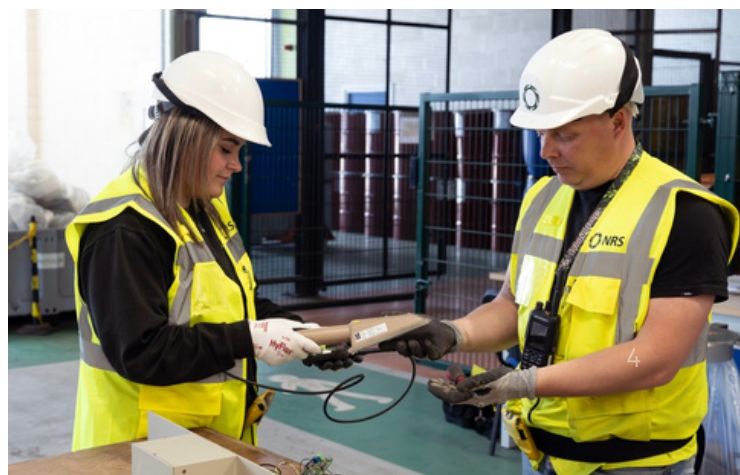
The induction week at the Bristol Hub was packed with interactive and practical sessions designed to educate and inspire the new apprentices. They took part in sessions on high-performance culture, cyber security, and the basics of radiation protection. They heard about career journeys and pathways from NRS senior leaders including John Grierson and John Vickerman.

Practical sessions covered essential topics such as finance and expenses, HR processes and procedures, and sustainability. The apprentices also had networking opportunities, including panel sessions with past apprentices and members of internal networks.



Recruitment

There are currently 29 vacancies listed in the system, with 16 positions already filled. The remaining vacancies span various areas including Waste, Project Management and Radiological Protection, and we're actively looking to expand our Maintenance team further.





Community News

Sponsorship and donations

We have supported the following local causes, via the NRS Small projects funding:

- Knights Templar Community Pool
- ESS Education & Support Services
- Westonzoyland Engine Trust
- Life Education

Charity



This year's chosen charity is: **Children's Hospice South West.**

As always, we will run small events through the year. The Charity Golf Day took place in June, at Brean, raising £5000. The event was well attended and included players from Berkeley and Oldbury sites.

Volunteering

Two volunteering activities have been completed since March:

- Westonzoyland Engine Trust
- Taunton Open Door Homeless Charity

Visits

NDA Alan Cummings - informal management oversight visit.



Actions from last SSG meeting

No actions given to HPA.

Hinkley Point B Site Stakeholder Group Report September 2025

Nicola Fauvel, Hinkley Point B Station Director

1. Station issues



Thank you for giving me the opportunity to present my operational update for Hinkley Point B as Station Director. This report covers the period February 10, 2025 to August 29, 2025.

Our defueling activities are progressing well, and at the time of writing we had removed 266 irradiated fuel stringers from reactor 3, out of a total of 308 (86%). As I reported at our meeting back in October 2024, all fuel has been removed from reactor 4, and we are working towards the site being fuel free in early 2026.

Collaborative and preparatory work with NRS (Nuclear Restoration Services) continues as we look ahead to hand over the Hinkley Point B site in Autumn 2026 for decommissioning, and we are regularly talking to our employees about their aspirations and futures. Some of our staff will be transferring to NRS as part of the Hinkley Point B deconstruction organisational structure, whereas others are taking the opportunity to retire or have secured jobs at Hinkley Point C.

We measure our safety performance against top tier indicators, and I am pleased to report it is now over 18 years since we experienced a nuclear reportable event. This safety performance places Hinkley Point B alongside some of the best performing nuclear power plants in the world, and we will ensure we maintain this focus, and these high standards, as we continue our defueling and decommissioning journey. In terms of environmental safety, it is now over four years since our last top tier reportable environment event.

Back in February a lost time incident (LTI) occurred at the power station after one of our contract partners slipped. Later that day they felt pain and went home. The individual made a full recovery and returned to work eleven days later. There were eight other first aid injuries in the reporting period, all of a minor nature.

We are always look at ways of further improving our healthy safety culture, and in May, Louise Adamson, workplace safety speaker, reminded us all about the importance of electrical safety and the devastating consequences of getting it wrong. In a series of well attended and specially arranged sessions at the power station, Louise spoke emotionally and soberingly about her younger brother, Michael, who was electrocuted while doing his job back in 2005 when working on a shop refit.

We were celebrating in March after the station won three 'gold' awards at the annual company internal SCORE Awards. The awards are held to recognise the achievements of people and teams in the Nuclear Operations business, and the team at Hinkley Point B won the top awards in the safety, reputation and community champion categories. I was very proud to join the winners at the awards ceremony in Birmingham, and I congratulate them all on their well-deserved success.

Finally, and following your feedback, I continue to regularly remind our staff and contract partners about the importance of safe driving behaviours, specifically when on roads in and around the local community. I treat all

reports of bad driving extremely seriously, and if you see any Hinkley Point B workers driving inappropriately, I would really appreciate it if you could let me know.

2. Transfer and Decommissioning

Work on our EIADR (Environmental Impact Assessment for Decommissioning Reactors) programme continues. You may recall we had previously submitted an EIADR application to the ONR and then received a Further Information Request from the regulator. At the end of February this year we submitted our updated application to the ONR. That application is now under ONR assessment and determination, and follows a three-month ONR-led consultation period.

Over the past three months our Transfer and Deconstruction department has been developing and finalising site-specific decommissioning workstream plans that will allow for succinct delivery of the projects that will allow the site to enter the care and maintenance phase. This has been a multi-disciplined collaboration with representatives from the Central EDF organisations, site-based staff and representatives from NRS. By the end of the year, our intention is to integrate all of the separate workstreams plans into one overall station plan which will manage all future work activities.

As reported previously, a Decommissioning Waste Processing Facility (DWPF) will be required for processing low level waste during Hinkley Point B's decommissioning activities. A joint NRS / EDF Working Group has been setup and is continuing to meet regularly to oversee these proposals and to ensure all potential efficiencies and synergies are identified and maximised. Initial preparations have started in an area of the site, with temporary buildings and storage areas removed, repurposed, and relocated, with the hardstanding prepared to adopt the potential new foundations.

Once we have finished defueling Hinkley Point B, our cooling water system will be switched off. This will in turn increase the risk of the area silting up and impacting site operations. To remedy this we are working with one of our contract partner companies on a plan to extend our current active effluent discharge line further into the estuary. We are working with external stakeholders such as the Marine Management Organisation, to ensure this modification is suitable and within BAT (Best Available Techniques).

3. Defueling News

- At the time of writing, in total 266 irradiated fuel assemblies (IFAs) of 308 (about 86%) have been removed from reactor 3.
- 86 spent fuel flasks have been dispatched to Sellafield so far in 2025 (116 were dispatched in 2024). Since we started defueling in September 2022, we have safely dispatched over 300 spent fuel flasks to Bridgwater Rail Head.
- All IFAs have been removed from reactor 4, and it was declared 'fuel free' on August 9, 2024.

In July we completed successful fuel bottling activities on two separate IFAs which required specific handling before being removed from site. Fuel bottling is the process of enclosing, via an unshielded low pressure sealed

container (or 'bottle'), suspected failed fuel elements. The process is conducted in the same irradiated fuel disposal facility as conventional irradiated fuel assemblies with the exception that it uses a different part of the facility which contains a dedicated bottling machine. This was an activity we had not performed on site for many years. Our experience and lessons learned will be shared with the rest of the fleet.

4. Staff

- 425 EDF employees
- 14 agency staff
- 200 full-time contract staff

5.Environmental Update

The station has completed two inspections with the Environment Agency so far during 2025. The first in January, being a joint inspection with ONR, of Licence Condition 35 on our decommissioning arrangements, the second in June on radioactive gaseous discharges. I am pleased to report the station successfully demonstrated that the management arrangements met the Licence Condition and environmental permit requirements, with no non-compliances identified.

A regulator led variation of the combustion permit was issued on 27 March 2025 following a Regulation 61 notice in 2024 relating to changes to the Medium Combustion Plant Directive (MCPD). Changes to the permit as part of this variation included removal of some plant systems that are no longer operational due to the current stage of the station lifecycle.

As part of our preparations for transfer to Nuclear Restoration Services (NRS), we have been working closely with the Environment Agency and NRS to ensure the environmental permits held at the site can be transferred. Part of this work included workshops in 2024 to review the Radioactive Substances Regulation (RSR) permit and its suitability against our significant change in operational state. A Best Available Techniques (BAT) review was then completed and identified a number of areas which would no longer be applicable once the reactors were defueled. In April 2025, an application for variation of the RSR permit (CB3735DT) was submitted to the Environment Agency which has now been issued with an effective date of 1 December 2025.

No further changes to permits are planned prior to our transfer to NRS. The joint applications to transfer the permits are commencing, with the first being the RSR permit (CB3735DT) submitted on 30 July 2025.

There have been no upper tier environmental events throughout the reporting period, and we continue to make good progress with our hazard reduction programme. Recently we have successfully removed gas circulator lubricating oils, diesel, and the sodium hydroxide and sulphuric bulk tanks.

The station remains committed to the protection of wildlife on and off site. During the summer, and with the help of local wildlife rescue charity, Secret World Wildlife Rescue, we were able to rescue, rehabilitate and return three young peregrine falcons to their parents on the nesting platform of the reactor control building after they were attacked by seagulls while attempting their maiden flights. This was a great outcome for the Hinkley Point B team who have an especially keen interest in peregrine activity on site.

6. Emergency Arrangements

Since our last meeting we have made significant progress in finalising the requirements of our post defueling emergency arrangements. In the future these arrangements will be based on the residual risk left on the site following the removal of all fuel and fissile material and the remaining bulk conventional material hazards. Exercises and training for station teams based on these new arrangements start later this month.

REPPiR (Radiation (Emergency Preparedness and Public Information) Regulations) 2019, Regulation 6, requires a new hazard evaluation report for Hinkley Point B due to this material change in the site hazard. This revised and updated report reflects the reduction in radiological risk to the public from the site at the point we are fuel free. Once Somerset Council receive the forthcoming revised 'Consequences Report', the local authority will begin the redetermination of the arrangements for an incident with offsite consequences. As part of the approval and permissions process, ONR will be attending one of our planned exercises in late September to gain assurance that we can manage the most challenging reference accident as outlined in the new arrangements. We are anticipating to 'go-live' with these new arrangements in Q1/2026 and around the same time as the site is declared as being 'fuel free'.

Since the last report, two ambulances have attended site for individuals who were taken unwell at work.

There has not been any other activation of our emergency arrangements during the reporting period.

7. Community News

Sponsorship and Donations

We recently donated a large batch of old and redundant firefighting personal protective equipment (PPE) and other equipment to a national UK charity for reuse. We handed over the PPE to the International Fire and Rescue Association (IFRA) – a charity which specialises in recycling outdated and superseded fire and emergency equipment/clothing and sending it to firefighters and Emergency Services in poorer countries. Representatives from the charity visited the station and collected the old equipment, which had been purchased in 2014 at a cost of £200,000 and had seen their British Standard recommendation expire at the end of 2024. After being checked the equipment was destined for countries worldwide, including Albania, Argentina, Ecuador, Mexico and Paraguay.

EDF continues to support local charities and organisations. Since the last meeting, local beneficiaries have included:

- > Secret World Wildlife Rescue (a donation for supporting the rehabilitation of three peregrine falcon chicks who nested at the Hinkley Point B site)
- > The Alzheimer's Society (a donation for the charity show 'Some Enchanted Evening' held at The McMillan Theatre, Bridgwater in early September)
- > Bridgwater Guy Fawkes Carnival (sponsorship of 'missing' children wristbands)
- > Postural orthostatic Tachycardia Syndrome (PoTS)
- > Bridgwater Health Visiting Team (the purchase of garden supplies and toys for Sydenham Children Centre)

- > Macmillan Cancer Support UK
- > Elliot's Touch, Watchet (raffle prizes for a charity ball)
- > Bridgwater Flower Show (sponsorship of signage)
- > Wembdon Football Club (new match kit for under 8s team)
- > Minehead Middle School

We also continue to print the following monthly community newsletters: Stogursey News, The Stockland Gatepost, and Fiddington News.

Charities, community, and not-for-profit groups who wish to apply for support from Hinkley Point B's Sponsorship and Donations groups should contact Dave Stokes at dave.stokes@edf-energy.com.

Media

In early April we welcomed Ross Pollard, BBC Points West reporter, and Charlie Taylor, BBC Radio Somerset's breakfast show presenter, to the site. As well as being taken on the tour of the station and our fuel route areas, Ross and Charlie interviewed staff members about more about what the station has been up to since it started defueling in 2022.

We were also very pleased to be asked to get involved with BBC Radio Somerset's unique challenge to celebrate Somerset Day. The local radio station had tasked four of their main presenters to get the Somerset flag to as many places and in front of many people as they could ahead of Somerset Day on Sunday 11 May. We welcomed presenter, Simon Parkin, to the station and we arranged for him to fly the flag from one of the flag posts by the car park entrance and hold the flag in some key plant areas.



Charity News

Staff and contract partners at Hinkley Point B are continuing to raise money for EDF's charity partner, The Alzheimer's Society, and so far the power station has banked over £25,000. Since EDF launched its three-year partnership with the charity in January 2024, the company has raised £412,243.

I hope this report gives a useful overview of what's been happening at Hinkley Point B in the past few months. Please do let me know if you have any questions.



Nicola Fauvel



NDA Update for Hinkley

September 2025



Contents

1.0 NDA Stakeholder Update September 2025

**NDA Stakeholder Update**

Please find below a brief update on main points of interest since the last meeting.

Government Update

The Government Spending Review process informs decisions on public spending. NDA group funding is made up of the funding we receive from Government and the income we generate. We have already communicated on NDA group funding for 2025/26 which at just over £4bn includes increased Government funding, demonstrating significant public investment in our nuclear sites and facilities though this will not be without challenges.

We have now been advised of our allocation for 2026/27 through to 2029/30 from our Government sponsoring department, the Department for Energy Security and Net Zero (DESNZ). This gives the NDA long term visibility of our Government funding to the end of the decade.

Despite funding challenges, we're focused on our nationally important mission to ensure the safe and efficient decommissioning of the UK's nuclear legacy, with much to deliver, including a Geological Disposal Facility (GDF), which remains government's policy for the long-term storage solution for the most hazardous radioactive waste. Additionally, we are preparing for the transition of the Advanced Gas-Cooled Reactors (AGR) into our group for decommissioning, thereby expanding our responsibilities and scope. Our role in new nuclear initiatives remains important, highlighting our part in supporting the UK's energy security and sustainability goals.

Outreach activities

David Peattie, NDA Group CEO, Clive Nixon, Group Chief Nuclear Strategy Officer, and Holly Cresswell, International Relations Manager, represented the NDA at the recent UK-France Civil Nuclear Seminar. The event brought together senior figures to explore future collaboration between the UK and France in civil nuclear with panel sessions considering:

- Building a Workforce for the Future
- Ensuring a Responsible Nuclear Legacy
- Preparing for European Ambitions: Advanced Modular Reactors and Research

A key discussion point included the critical role of international collaboration in delivering our mission, particularly in tackling shared challenges in decommissioning, dismantling, and waste management. Whilst a key takeaway was the value of our partnerships—especially the knowledge exchange through Nuclear Waste Services (NWS) on radioactive waste and geological disposal. These relationships help us



strengthen our technical capabilities and deliver more effectively for the UK public.

We also reaffirmed our long-standing cooperation with the French Alternative Energies and Atomic Energy Commission (CEA), agreeing to deepen collaboration on decommissioning and waste management—areas central to our work.

The nuclear industry has marked three significant anniversaries as His Majesty the King met with members of the Nuclear Decommissioning Authority (NDA) group in Caithness Scotland, during his annual visit to the region. The visit recognised the NDA group's progress in its national mission to safely decommission the UK's earliest nuclear sites, and its long-standing contribution to sustainability and economic development in the region and across the UK.

The visit coincided with the NDA group marking several significant milestones including the 20th anniversary of the NDA and 70 years for NRS Dounreay, which has been an enduring presence at the heart of the Caithness community. This year also marks 50 years for Pacific Nuclear Transport Ltd (PNTL). Founded in 1975, PNTL is the world's leading maritime nuclear transporter and part of NDA subsidiary, Nuclear Transport Solutions (NTS). The King also viewed the Pacific Heron, part of the PNTL fleet of ships designed to safely transport nuclear materials around the globe.

Engagement priorities for 2025

As you are aware, the consultation on the NDA draft **Strategy 5** was launched on 7 August and will close on 29 September. Our strategy document is published every 5 years and describes our high-level approach to delivering our mission. Within that, we identify several critical enablers essential to the successful delivery of our mission including public and stakeholder engagement. Once this has concluded and we analyse comments the final document will be produced and published in March 2026.

As part of the consultation and engagement process for Strategy 5 there will be an online webinar on Friday 5 September.

Publications, public service and policy updates

The NDA Annual Report and Accounts 2024/25 sets out the progress we're making against our mission, from safely decommissioning existing sites to preparing to take responsibility for more, while managing radioactive waste for our existing programme and new nuclear.

As we mark our 20th anniversary, this year's report reflects a strong year of delivery across the NDA group with continued progress on our mission: safely decommissioning our sites, managing radioactive waste, and preparing to take on new responsibilities.



Key highlights from the last 12 months include:

- Sellafield is now removing waste from all four legacy ponds and silos; a major milestone in hazard reduction.
- Nuclear Waste Services is progressing with final capping at the LLW Repository.
- Visible skyline changes across the estate, including the demolition of Sizewell A's turbine hall.
- Ongoing work to identify a suitable site and community for a Geological Disposal Facility.
- Innovation in action: sail trials for NTS ships and autonomous security systems at Winfrith.
- Preparations continue for the transfer of the AGR fleet and potential decommissioning of the Vulcan site.

Additionally, we've seen improvements in safety, environmental performance, and cyber security, supported by the opening of a new cyber facility to boost collaboration.

2024/25 also saw another year of significant investment in our people and communities. We had a record early careers intake in 2025 with over 420 apprentices and 300 graduates. As well as that, we saw continued support for skills, schools, and supply chain development - part of our £49m annual investment. And finally, we saw the continued ongoing delivery of our Inclusion Strategy, with real progress on equality, diversity, and inclusion.

Read the report here: [Nuclear Decommissioning Authority: Annual Report and Accounts 2024 to 2025 - GOV.UK](#)

Thank you for taking the time to read our update. If you have any questions, please feed-back through the Secretariat or raise with the NDA official at the SSG meeting.



Nuclear
Decommissioning
Authority



Office for
Nuclear Regulation

ONR site report

**Nuclear Restoration Services Ltd – Hinkley
Point A**

ONR site report

Nuclear Restoration Services Ltd - Hinkley Point A

Report for period: 1 January – 30 June 2025

Authored by: Nominated Site Inspector

Approved by: Deputy Head of Regulation

Issue: 1

Published: July 2025

Record reference: 2025/22664

Foreword

This report is issued as part of our commitment to make information about inspection and regulatory activities relating to the above site available to the public. Reports are distributed to members for the Hinkley Point Site Stakeholders Group and are also available on our website: www.onr.org.uk/publications/regulatory-reports/site-specific-reports/lcsvg-reports.

Our site inspectors usually attend Hinkley Point Site Stakeholders Group meetings where these reports are presented and will respond to any questions raised there. Any person wishing to inquire about matters covered by this report should contact us via email at contact@onr.gov.uk.

Contents

1. Inspections 4

2. Routine matters 4

3. Non-routine matters 7

4. Regulatory activity 8

5. News from ONR 9

6. Contacts 9

References 10

1. Inspections

1.1. Date(s) of inspection

Our site inspector made inspections on the following dates during the report period 1 January – 30 June 2025:

- 18 & 19 February 2025
- 24 April 2025

2. Routine matters

2.1. Inspections

Inspections are undertaken as part of the process for monitoring compliance with:

- The conditions attached by ONR to the nuclear site licence granted under the Nuclear Installations Act 1965 (NIA65) (as amended);
- The Energy Act 2013;
- The Health and Safety at Work etc Act 1974 (HSWA74); and
- Regulations made under HSWA74, for example, the Ionising Radiations Regulations 2017 (IRR17) and the Management of Health and Safety at Work Regulations 1999 (MHSWR99).

The inspections entail monitoring the licensee's actions on the site in relation to incidents, operations, maintenance, projects, modifications, safety case changes and any other matters that may affect safety. The licensee is required to make and implement adequate arrangements under the conditions attached to the licence in order to ensure legal compliance. Inspections seek to judge both the adequacy of these arrangements and their implementation.

In this period, routine inspections of Hinkley Point A covered the following:

- staff training, qualifications and experience
- modifications to plant, equipment and safety cases
- plant construction and/or commissioning
- decommissioning
- conventional (non-nuclear) health and safety
- security

Members of the public who would like further information on our inspection activities during the reporting period can view site inspection records on our website:

www.onr.org.uk/publications/regulatory-reports/site-specific-reports/inspection-records.

Should you have any queries regarding our inspection activities, please email contact@onr.gov.uk.

2.2. Other work

The site inspector attended the Nuclear Restoration Services' Oldbury, Berkeley and Hinkley Point A Quarterly Regulator Interface Meeting on the 9 January 2025 and the 10 April 2025 to discuss issues, events and project milestone updates at the sites. The second meeting included an annual review of safety, security and environmental performance. The overall site performance across the NRS Ltd southwest region remains adequate and no new issues which would significantly impact our purposes were identified.

The site inspector held regular meetings with the Site Director and weekly keep-in-touch meetings with the operational staff on site. During these meetings they discussed regulatory issues, site incidents, future permissioning and progress with significant decommissioning milestone delivery.

The site inspector held a periodic meeting with safety representatives, to support their function of representing employees and receiving information on matters affecting their health, safety and welfare at work.

3. Non-routine matters

Licensees are required to have arrangements to respond to non-routine matters and events. Our inspectors judge the adequacy of the licensee's response, including actions taken to implement any necessary improvements.

There were no such matters or events of significance during the period.

4. Regulatory activity

We may issue formal documents to ensure compliance with regulatory requirements. Under nuclear site licence conditions, we issue regulatory documents, which either permit an activity or require some form of action to be taken. These are usually collectively termed licence instruments but can take other forms. In addition, inspectors may take a range of enforcement actions, to include issuing an enforcement notice.

- The following licence instruments, enforcement notices and enforcement letters have been issued during the period:

Table 1: Licence instruments and enforcement notices issued by ONR during this period

Date	Type	Reference	Description
9/1/25	Licence instrument	ONRW-2019369590-14501	Withdrawal of Nuclear Maintenance Schedule Preface Approvals & Legacy Licence Condition Specifications

Reports detailing the above regulatory decisions can be found on our website: www.onr.org.uk/publications/regulatory-reports/site-specific-reports/project-assessment-reports.

5. News from ONR

For the latest updates and information on our work, please subscribe to our regular email newsletter, ONR News, at www.onr.org.uk/news/newsletter.

6. Contacts

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Email: contact@onr.gov.uk

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References

There are no sources in the current document.



Office for
Nuclear Regulation

ONR site report

EDF Nuclear Generation Ltd – Hinkley Point B

ONR site report

EDF Nuclear Generation Ltd - Hinkley Point B

Report for period: 1 January – 30 June 2025

Authored by: Nominated Site Inspector Hinkley Point B

Approved by: Super Intending Inspector

Issue: #

Published: July 2025

Record reference: 2025/26010

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Contents

1. Inspections 4

2. Routine matters 5

3. Non-routine matters 8

4. Regulatory activity 9

5. News from ONR 10

6. Contacts 10

References**Error! Bookmark not defined.**

1. Inspections

1.1. Date(s) of inspection

Our site inspector made inspections on the following dates during the report period 1 January – 30 June 2025

- 18 February - Site Security Inspection
- 27 February – LC35, Site decommissioning plans
- 21 May – Site Security Demonstration
- 24 June – Life Fire Safety

2. Routine matters

2.1. Inspections

Inspections are undertaken as part of the process for monitoring compliance with:

- The conditions attached by ONR to the nuclear site licence granted under the Nuclear Installations Act 1965 (NIA65) (as amended);
- The Energy Act 2013;
- The Health and Safety at Work etc Act 1974 (HSWA74);
- Regulations made under HSWA74, for example, the Ionising Radiations Regulations 2017 (IRR17) and the Management of Health and Safety at Work Regulations 1999 (MHSWR99); and
- The Nuclear Industries Security Regulations 2003 (as amended).

The inspections entail monitoring the licensee's actions on the site in relation to incidents, operations, maintenance, projects, modifications, safety case changes and any other matters that may affect safety. The licensee is required to make and implement adequate arrangements under the conditions attached to the licence in order to ensure legal compliance. Inspections seek to judge both the adequacy of these arrangements and their implementation.

In this period, routine inspections of Hinkley Point B covered the following:

- decommissioning
- conventional (non-nuclear) health and safety
- security

Site Specific Decommissioning Plans – Inspection rating: Green

On 27 February 2025, ONR inspectors carried out a joint inspection of the Hinkley Point B decommissioning plan with the Environment Agency (EA – who have written a separate report). The purpose of the inspection was to review the adequacy of Hinkley Point B's planning for decommissioning specifically the site specific decommissioning plan. It focussed on the station's strategy for decommissioning and planning for de-planting activities to allow entry to care and maintenance.

To inform decommissioning planning Hinkley Point B is awaiting learning from experience to be harnessed from the decommissioning planning activities at Hunterston B. EDF is also implementing risk-based de-planting at its sites and Hinkley Point B is due to begin assessing its buildings to determine the order and extent of decommissioning based on risk.

The inspection reviewed records the station is developing to feed into the site specific decommissioning plans along with the key stages of the plan and the proposed end states.

Overall ONR judged that the station had suitable arrangements in place for the decommissioning of the site and implementation of the decommissioning programmes. This meets the requirements of Licence Condition 35 – Decommissioning.

Implementation of the decommissioning plan will be monitored through future ONR inspections.

Life Fire Safety – Inspection Rating Green

On 24 June 2025, our site inspector and our specialist inspectors carried out a compliance inspection under the Fire (Scotland) Act 2005 & the Fire Safety (Scotland) Regulations 2006.

The inspection consisted of a review of the implementation of the licensee's life fire safety arrangements including: a review of fire safety management and related documentation, a review of a sample of fire risk assessments and a plant walkdown.

The inspection judged that the station had met the legal requirements and implemented appropriate measures to ensure that conventional fire risks have been reduced as so far as is reasonably practicable.

Security inspections – Inspection ratings Green

On 18 February 2025, our site security inspector carried out an inspection of the arrangements supporting a proposed relocation of the site security control room (SSCR). Following discussions with relevant staff involved in the project, supported by a review of relevant documents, the inspection judged that the site has implemented efficient arrangements in preparation for its proposed relocation of the SSCR that have considered appropriate operational and security aspects to support the site being able to meet required security outcomes.

On 21 May 2025, our site security inspector, along with other security inspectors, observed the site's annual security demonstration exercise. Following completion of the exercise this was judged to be an adequate demonstration of the site's emergency arrangements that provided assurance that the site could meet the required security outcome and manage associated safety aspects of the emergency response.

Both inspections were rated Green with no security concerns identified.

Members of the public who would like further information on our inspection activities during the reporting period can view site inspection records on our website: www.onr.org.uk/publications/regulatory-reports/site-specific-reports/inspection-records.

Should you have any queries regarding our inspection activities, please email contact@onr.gov.uk.

2.2. Other work

On the 28-30 January the ONR site safety inspector attended an Independent Nuclear Assurance (EDF internal regulatory) surveillance activity looking at the application of Construction (Design and Management) Regulations 2015.

The ONR site safety inspector attended the site stakeholder group meeting on 3 March.

During this period ONR has concluded its consultation period for Hinkley Point B's EIADR submission. ONR is begun its considerations of consultation comments received and any implications they have with respect to granting any consent to begin decommissioning.

3. Non-routine matters

Licensees are required to have arrangements to respond to non-routine matters and events. Our inspectors judge the adequacy of the licensee's response, including actions taken to implement any necessary improvements.

Matters and events of particular note during the period were:

There were three safety related events during the period that met regulatory reporting criteria. Of these one resulted in the site declaring an operational alert in order to secure appropriate wider EDF support to resolved an unexpected issue during defuelling activities. ONR judged that the dutyholder response demonstrated appropriate, conservative and methodical decision making. The steps they took allowed safe resolution of the issue observed. No further regulatory action is required.

4. Regulatory activity

We may issue formal documents to ensure compliance with regulatory requirements. Under nuclear site licence conditions, we issue regulatory documents, which either permit an activity or require some form of action to be taken. These are usually collectively termed licence instruments but can take other forms. In addition, inspectors may take a range of enforcement actions, to include issuing an enforcement notice.

- No licence instruments, enforcement notices or enforcement letters were issued during this period.

Reports detailing the above regulatory decisions can be found on our website: www.onr.org.uk/publications/regulatory-reports/site-specific-reports/project-assessment-reports.

5. News from ONR

For the latest updates and information on our work, please subscribe to our regular email newsletter, ONR News, at www.onr.org.uk/news/newsletter.

6. Contacts

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Environment Agency report to the Hinkley Point Site Stakeholder Group.

September 2025

Introduction

This report covers the Environment Agency's regulation of the Hinkley Point A & B nuclear sites and related issues for the period February 2025 to September 2025.

Radioactive substances regulation

We regulate radioactive waste disposals to the environment. We do this through environmental permits that contain limits and conditions aimed at minimising wastes and protecting the environment. We also check compliance with these permits by making regular inspections at Hinkley Point A & B.

Regulatory compliance interactions associated with the Radioactive Substances Regulations (RSR) permits and non-RSR environmental permits are recorded in RSR Compliance Assessment Reports (RASCARs) and CARs respectively. These summarise the type of work we have undertaken, describe any non-compliance, observations or good practice, and include actions or recommendations from our findings. They are public register records and can be provided on request (please see the 'further information' section at the end of this document to find out how to request public register records-in the link below).

We maintain regular contact with the sites between visits to the sites.

Hinkley Point A

We continue to hold regular meetings with the Hinkley Point A (HPA) environment team and relevant managers, to ensure permit compliance and reporting requirements remain fit for purpose during ongoing decommissioning work and assess emerging issues and progress with actions.

Asset Management Inspection

An Asset Management Inspection was completed at Hinkley Point A (HPA) in March and April 2025. The purpose of this inspection was to review Nuclear Restoration Services (NRS) arrangements for Asset Management at HPA. This inspection built on the asset management inspections carried out in 2018 and 2021. It reviewed how NRS

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have responded to the findings from the previous inspections and assessed how the arrangement for controlling asset management risks have progressed.

There was evidence of procedures to monitor and measure the performance and the condition of their assets. HPA were able to demonstrate how they identify high risk assets and ensure funding and resources are available to provide asset care. The inspection provided the Environment Agency with assurances that the Asset Management System in place incorporates mechanisms to manage the environmental risks from activities on site.

No non-compliances were identified during the inspection. Reviewing previous inspections, the activities and procedures have not changed greatly, but there are incremental changes in documentation. The processes and policies are the same, but there is evidence of successful asset management project delivery.

Permit Review

The inspection took place on the 16th June 2025 and was a combination of document review in advance of the inspection and a review of all Environmental Permitting Regulations (EPR) Permits issued for relevant activities at HPA, with relevant HPA staff. The inspection was designed to review all Environmental Permitting Regulations permits issued to HPA.

The inspection included reference to other Environment Agency EPR permits at HPA. Whilst these did not form part of the Environment Agency's direct assessment of compliance for radioactive substances and associated properties of a nuclear site, they are recognised as forming an integrated aspect of environment management.

No non-compliances were identified with the permit EPR/ZP3693SL. We provided advice and guidance, via recommendations, for variations that will be needed for EPR/ZP3693SL to ensure the permit is fit for purpose as decommissioning of the site progresses. Additional recommendations were provided to vary the separate water discharge permit and groundwater treatment permit.

Planned Inspections:

An Environmental Monitoring Programme inspection is planned for September 2025. Nuclear operators must define, document and carry out environmental monitoring using Best Available Techniques (BAT). Operators are required to collect data on levels of radioactivity in the environment. The results of the monitoring programme are used to undertake retrospective dose assessments to ensure doses to the public do not exceed 1mSv a year (the public dose limit).

The inspection will involve witnessing environmental monitoring sampling taking place and a review of the associated procedures and overarching management system. We

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are seeking assurance that HPA is compliant with the requirements of its environmental permit, in addition to the Compilation of Environment Agency Requirements and Specifications (CEAR) for their sampling of the surrounding environment.

Hinkley Point B

An overview of our regulatory compliance activities at Hinkley Point B (HPB) is provided below. As part of our routine regulation, we hold routine meetings with the Environmental Safety Group (ESG), station management and Independent Nuclear Assurance (INA), in addition to relevant external bodies such as the Office for Nuclear Regulation (ONR). These routine interactions allow us to remain informed of any relevant activities and events at the site of regulatory interest during the defueling period.

Decommissioning Inspection

On the 27th January 2025, we completed a joint inspection with ONR of Licence Condition 35 Decommissioning at HPB.

The purpose of this inspection was to review EDF's arrangements for assuring environmental protection as they plan for the decommissioning of HPB. It was designed to provide an overview and forward look for decommissioning management processes related to environmental protection in line with site changes. This included an update on the progress in the construction and commissioning of future waste management facilities.

No permit non-compliances were identified during the inspection. EDF was able to demonstrate that they have plans in place for the decommissioning of HPB up to the transfer of the Environmental Permit. These plans consider the environmental impacts, waste arisings and methods of pollution prevention and are likely to be subject to review and further optimisation after the transfer. EDF provided evidence of good understanding of what will be needed to successfully achieve their decommissioning targets but understand that more detail is required, and they are working towards this. There was a good awareness of site-specific issues, and they are developing a good base level of information to provide to NRS. We commend the ongoing engagement of EDF with NRS on a wider range of environmental and waste management issues prior to the Environmental Permit transfer.

Review of Annual Report on Combustion Activities

HPB has a Large Combustion Plant (LCP) which comprises four stand-by gas turbines. The LCP is designated for emergency use only (for example, a reactor trip) and the emissions from the plant are generally from the routine testing carried out during the year. The auxiliary boilers and three charge machine emergency diesel

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generators were permanently isolated during 2023 as part of preparations for site transfer and clearance and were therefore not operated in 2024.

A compliance check of HPB's 'Annual Report on the Performance of Activities for 2024' was undertaken in March 2025. The report was submitted in accordance with permit condition 4.2.1 and 4.2.2 (permit EPR/EP3334LZ) with no non-compliances identified.

The Site Protection Monitoring Program (SPMP) continued at quarterly intervals throughout the year to monitor the groundwater. Overall, the results indicated no evidence of deterioration in ground contamination from operation of the installation. We noted that one borehole (HPBBHCP04) exceeded the site action level for Aliphatics and Aromatics again in 2024. This is still under investigation, and we will stay informed of the status of this borehole and any action required through our routine regulatory interactions.

Best Available Techniques Review

A compliance check of HPB's 'Annual Report on Efforts to Reduce Radioactive Waste Disposals to meet the RSR Permit Improvement and Information Requirement Reference I1 for 2024' was undertaken in May 2025. The review was to determine whether HPB were compliant with the requirements of Improvement Condition IC1 (permit CB3735DT).

The report provides a summary of the operator's efforts to use Best Available Techniques (BAT) to minimise radioactive waste disposals during 2024. The report contained a good analysis of the discharges, which have significantly decreased since the End of Generation (EoG), which has also correlated with a reduction in public doses.

The report was made in compliance with the requirements of IC1, with no non-compliances identified.

Gaseous Discharges Inspection

We undertook an inspection on radioactive gaseous discharges at Hinkley Point B (HPB) on the 16th and 17th of June 2025.

The station produces radioactive gaseous emissions through its defueling operations, which are discharged via outlets detailed in their environmental permit (CB3735DT). Since the end of generation in August 2022 the radioactivity in the gaseous discharges from Hinkley Point B has reduced, with some radionuclides no longer being produced by the reactors. Some gaseous discharges are still made and are required to be reported to the Environment Agency.

We reviewed the arrangements for both the management and the sampling and monitoring of gaseous discharges released to the environment against the station's

environmental permit to ensure compliance. We also reviewed arrangements and plans for the management of gaseous discharges when HPB will transfer to NRS.

Overall, we found that there are good arrangements in place for the management of gaseous discharges, and we noted several areas of good practice particularly ensuring permit compliance is considered as part of the Lifetime Asset Management Plan on the radwaste systems and upgrading environmental monitoring equipment.

EP3334LZ V005 Permit variation

In 2024 the Environment Agency sent out a Regulation 61 notice to gather information relating to the changes to the Medium Combustion Plant Directive (MCPD). As a result of this, the National Permitting Service (NPS) has undertaken an Environment Agency led variation of the EP3334LZ permit. Auxiliary Boiler 1, Auxiliary Boiler 2, Nitrogen Vaporiser 1, Nitrogen Vaporiser 2, Nitrogen Vaporiser 3 have been removed from permit EP3334LZ at the operator's request.

Permit variation EP3334LZ/V005 was issued on 27th March 2025.

CB3735DT V008 Permit variation

The Environment Agency received an application to vary environmental permit EPR/CB3735DT Hinkley Point B Power Station, on the 17th April 2025. We advertised the variation application and undertook a public consultation from the 3rd June to 4th July 2025 on Citizen Space, the Environment Agency's online consultation hub.

Following the end of generation at Hinkley Point B in 2022 and the ongoing defueling, there is no longer the mechanism within the reactors to create certain radionuclides. We have removed the radionuclides Sulphur-35, Argon-41 and Iodine-131 from the list of permitted gaseous emissions and removed the Weekly Advisory Limit (WAL) for Tritium and Carbon-14. Sulphur-35 has also been removed from the list of permitted aqueous discharge emissions. Monitoring data provided by EDF for the time that has elapsed since the end of generation shows that these radionuclides are no longer released or are at levels close to the level of detection.

WALs have been removed for Tritium and Carbon-14. These radionuclides can no longer be produced in the reactor, but the radioactive decay period of their half-lives means that they are still present in gaseous emissions. WALs are not permitted limits but act as an alert to the station to identify any malfunctions of plant and report to the Environment Agency to ensure that permit limits are not exceeded. The discharges of radionuclides have decreased since the station ceased operation so they would no longer be able to reach a WAL level. The Quarterly Notification Levels (QNLs) remain in place to provide an appropriate alert to review operations and ensure regulatory oversight.

A report previously submitted to and agreed by the Environment Agency in 2024 allowed an update of Improvement Condition 5 (IC5) to note EDF has met the requirements of this improvement condition. The Compilation of Environment Agency Requirements and Specifications (CEAR) has been amended to remove monitoring requirements for the radionuclides that have been removed via this variation and to allow for the removal from site and disposal via incineration of spent catalyst. The changes to monitoring were supported by data provided by the station. The decision to allow the removal and incineration of spent catalyst was supported by a Strategic Best Available Techniques (BAT) submission. The variation of the environmental permit and amendment of the CEAR reflects the current status of the station.

Permit variation CB3735DT/V008 was issued on the 15th August 2025. The changes to the permit will come into effect on the 1st December 2025.

CB3735DT T001 Permit transfer from EDF to NRS

The Environment Agency received a joint application on the 30th July 2025 for the transfer of environmental permit EPR/CB3735DT Hinkley Point B Power Station from its current operator EDF Energy Nuclear Generation Ltd to a new operator, Nuclear Restoration Services Ltd.

The Transferor will be EDF Nuclear Generation Ltd

The Transferee will be Nuclear Restoration Services Ltd

We do not consult on permit transfers. There is no set determination timescale for the transfer of a nuclear site environmental permit. We will seek to determine the application as quickly as possible, but the time taken will be dependent on the completeness of the technical aspects of the application and the complexity of the proposal.

Our determination process will consider whether the transferee meets the legal requirements of an operator and can suitably demonstrate their competence. We transfer permits subject to the same conditions as in the transferor's permit. No conditions are changed or removed.

Events and enforcement

Hinkley point A

There have been no non-compliances identified at Hinkley Point A since our last report.

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Hinkley Point B

There have been no non-compliances identified at Hinkley Point B since our last report.

Discharge reports

The operators at Hinkley Point A and B are required to report liquid and gaseous discharges to the environment to us on a regular basis. We assess these to check compliance with the site permits. The site discharge reports, and our assessments are placed on the public register.

Hinkley Point A

The effluent and gaseous discharges from Hinkley Point A were below notification levels and permitted limits. The Environmental Monitoring Programme data was submitted within the required timescales and the review identified no results or trends of concern.

Hinkley Point B

The liquid and gaseous discharges from Hinkley Point B were below any notification levels and within permitted limits. The Environmental Monitoring Programme data was submitted within the required timescales and the review identified no trends of concern.

Environmental impact

Nuclear sites are required to carry out a rigorous environmental monitoring programme (EMP) that requires the operator to monitor and assess the impact of their discharges on the environment.

Additionally, the Environment Agencies and Food Standards Agency carry out independent environmental monitoring around nuclear sites. The results of this work are published in our annual Radioactivity in Food and the Environment (RIFE) report (¹). We will continue to follow Government guidelines with Safe Systems of Work in place, with the with regards to our monitoring of the environment and foodstuffs.

The 2023 RIFE report is available here: Radioactivity in food and the environment (RIFE) report - GOV.UK (www.gov.uk) and the 2024 report is in preparation.

Overall in the UK, between 2022 and 2023 there were no significant changes to the radioactivity measured in food and the environment. The dose received by the public near to nuclear licensed sites and industrial and landfill sites in the UK is low and again well within legal limits. Radioactivity from natural background, rather than nuclear sites, continues to be the more significant source of exposure to communities in all areas of the UK.

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At Hinkley the 'Total dose' for the representative person was 0.032mSv in 2023, approximately 3% of the dose limit to members of the public. Gaseous discharges of carbon-14, sulphur-35 and argon-41 from Hinkley B decreased in 2023. Liquid discharges of tritium from Hinkley B decreased in 2023. The reductions in gaseous and liquid discharges are due to the cessation of power generation.

Other News

Habits Survey

The habits survey undertaken on our behalf by Cefas in the Hinkley area was completed in August 2024 and published in March 2025. For more information on the Habits Survey please follow this [link](#).

Nuclear Regulatory Taskforce

In February 2025 Government [announced](#) its plans for nuclear energy, including setting up a review of nuclear regulation.

The Nuclear Regulatory Taskforce is reporting directly to the Prime Minister and is led by John Fingleton. Read about [its role and Terms of Reference](#).

We welcome the Nuclear Regulatory Taskforce's work and this opportunity to help improve regulation in the nuclear industry and to contribute to the government's growth mission through supporting sustainable development.

We are working with the taskforce to help identify and implement improvements that could improve the effectiveness and efficiency of our arrangements and processes.

We submitted a response to the call for evidence. Highlights include:

- Emphasising the strong working relationship with other regulators, particularly the ONR, but also committing to further collaboration on nuclear site regulation.
- Noting the work already happening in response to other Government Reviews (including Corry), where our implementation of their recommendations will have benefits for nuclear regulation.
- Noting the benefits of our non-prescriptive regulatory regime, and how this enables innovation by the sector. Also promoting our joint working with ONR on regulating innovative techniques such as AI, etc.
- Emphasizing the need to maintain focus on the backend of the fuel cycle and to ensure a resilient waste infrastructure.

In August the taskforce published its [interim report](#).

- We acknowledge publication of the Nuclear Regulatory Taskforce's interim report and its preliminary findings and recommendations and welcome the Taskforce's recognition of our role as an expert and independent regulator.

- We note that some of the regulatory challenges identified in the interim report are like those identified in other recent Government reviews (such as by Dan Corry) and ongoing work to address these should also benefit the nuclear sector.
- We look forward to further engagement with the taskforce and providing further input as necessary to help inform the final report conclusions and recommendations.

Further information

Further information on our role in regulating the use of radioactive substances and related activities on nuclear licensed sites can be found on the Environment Agency section ⁽ⁱⁱ⁾ of the GOV.UK website.

The Environment Agency's Lead Regulator for the Hinkley Point A site is Alister Wintle. The Environment Agency's Lead Regulator for the Hinkley Point B site is Victoria Thomas.

Victoria is a Senior Nuclear Regulator and Alister is a Nuclear Regulator. Both are based in the Wessex Area. They are all part of the national Nuclear Regulation Group (South) which is based at the Environment Agency's Wallingford office in Oxfordshire.

The EA's Nuclear Regulators undertake environmental regulation of radioactive substances on nuclear licensed sites in southern England. They work closely with the local Environment Agency teams in those areas as well as external bodies such as the Office for Nuclear Regulation.

Hinkley Point A:

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Hinkley Point B:

Victoria Thomas

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ⁱ <https://www.gov.uk/monitoring-radioactivity>

ⁱⁱ <https://www.gov.uk/government/publications/nuclear-regulation-in-the-environment-agency>

Hinkley SSG Chairs report, September 2025.



Hinkley Point Nuclear Power Station is the picture above, circa 1973

Hinkley legacy & Blake museum.

I wanted to open a little differently this month, I have been speaking with members of Blake museum, I was opening a discussion about holding a Hinkley Point Power station display for a short period, they do hold some items, here's the link to the Art UK website, which shows the collection of paintings by Rands at Blake Museum. The museum already hold 3 pictures that are Hinkley based. All from 1973 - gifted to the museum by from Mrs P. Summers in 2004, they don't know anything about the artist or the person that donated them to the museum.

Hinkley Point holds so many memories for so many people in the area. I was wondering if the group thought this was a good idea and if they would support a call for items and we (SSG) could offer to help? [Rands | Art UK](#)

I would welcome your thoughts?

SSG Vice-Chair.

Over the summer we ran the nomination process, we made sure that the process was agreed and clear, we sent reminders for nomination to all members and the clerks.

At close of nomination we had one self nomination, I am pleased to welcome Graham Pearn as our new Vice-Chair, he brings with him a wide knowledge of the nuclear industry and is keen to work with me to support our SSG in the work we do.

I have met with him a couple times and have involved him in the agenda setting for this meeting, I have completed an informal induction, he has already committed to working to make the expectations of our new constitution work, we both look forward to broadening our reach, we want to try and encourage more community involvement.

Report.

I have attend a number of meetings over the past 6 months, both virtual and in person, mainly National SSG chairs meeting & NDA related. The main meeting being our annual NDA event in Manchester. At this meeting we were briefed by senior members of NDA, NRS, NTS and NWS. We were updated on government funding and how some projects

would need to be paused or slowed down due to funding reductions. I can say that A station was less impacted and I am sure that Mark will include this detail in his report. We received a presentation from the NDA celebrating 20 years outlining achievements and plans for the next years.

Other presentations included:- Stakeholder consultation feedback, re-characterisation of waste, AGR funding and nuclear liability fund.

The event was really interesting and has helped me set our agenda for this and future meetings.

A&B station visits

As I explained previously I met with both sites directors between our last meeting and this meeting, we used the opportunity to confirm the agenda as well as my wish to advertise our meetings more proactively, we discussed the revised constitution and code of conduct. I again raised my wish to have some agreed targets that the group can use to better understand the activities on site and bring the expectations of the NDA and our new constitution to life.

Socio economic grant funding from NRS.

Working with A station I was able to be play a part in supporting a number of grants to local groups, these are reported in the A station report.

SSG review.

I have taken an active role in the NDA's review of SSG's, in the year of our (SSG & NDA) 20th anniversary, NDA commissioned Baringa to complete a review, how SSG's operate and interact with our communities. I have been in a number of meetings and have fed into the work. We will receive the feedback in one of our plenaries today.

NDA/NRS funding.

Recently SSG chairs met with Rob Fletcher, Chief Executive Officer for Nuclear Restoration Services, for a briefing to discuss some potential impacts of the next budget round. I mentioned the outcome, you can find the 2024-25 NDA finance report here:-

<https://www.gov.uk/government/publications/nuclear-decommissioning-authority-annual-report-and-accounts-2024-to-2025>

NRS community volunteering.

I was able to attend an online briefing from one of the team, to discuss how NRS has partnered with Neighbourly, an award-winning giving platform that helps businesses make a positive impact in their communities by donating volunteer time, money and surplus products, all in one place. The flyer is attached, perhaps you have some thoughts around how they might be able to help locally in the Hinkley area?

SSG meetings.

The plenary sessions and early report sharing seem to be working well, with the plenaries allowing a deeper dive into issues, I would welcome suggestions for future sessions. Receiving the reports and presentations early allows members to review and questions to be submitted and this will allow officers to research and respond formally, responding and highlighting just important points during their presentations. I would welcome thoughts and feedback on the new format, along with any topics that members or officer may wish us to consider for future meetings.

SSG membership.

We continue to circulate relevant information between meetings and are working hard to get wider attendance.

I thank you for your participation and look forward to seeing you at our next meeting.

Leigh Redman
Hinkley SSG chair

SSG Background:-

Independently-chaired, the site stakeholder groups meet regularly. Hinkley SSG currently meets twice a year.

The groups are made up of representatives of local councils, non-governmental organisations and other interested stakeholders, along with staff representatives. The meetings provide opportunities for stakeholders in the local community to:

- receive reports and provide information
- ask questions and hold the Nuclear Decommissioning Authority (NDA), regulators and operators to account
- review, comment on and influence strategies, plans, decisions and achievements
- represent local views at national level through direct meetings with the NDA, Nuclear Restoration Services (NRS), Nuclear Waste Services and participation in consultations.

At Bradwell A, Hinkley Point A, Hunterston A and Sizewell A sites the meetings are also attended by EDF (Électricité de France) who is the operator of the adjacent B station sites.

[Hinkley SSG Website](#)



The Constitution of Hinkley Point Site Stakeholder Group (SSG)

PURPOSE

The Hinkley Point Site Stakeholder Group (SSG) is an independent, local community-based body that is funded jointly by the nuclear site operators at Hinkley Point. It operates under the principles of openness and transparency, with the aim of being accessible to its communities. It is primarily site- focused, but takes account of wider policy issues and developments.

The overarching purpose of the Site Stakeholder Group (SSG) is to be the prime interface between the local community, the site operators of Hinkley A, Hinkley B and the NDA (Nuclear Decommissioning Authority).

The primary objectives of each SSG are:-

	Objective	Examples of how this could be delivered.
1.	Scrutiny - To provide an opportunity for questioning the operators, NDA, operating company, regulators and the supply chain on behalf of the community.	Information circulated by NDA, operating company or regulators on local or national issues. Presentations, briefing papers and structured questioning time.
2.	To receive and comment on progress reports and forward plans for the sites.	Receive updates on site progress. Request updates on issues of interest.
3.	To represent the views of the local community through the provision of timely advice to NDA, operators and regulators.	Represent local views at local and national level: e.g. National Stakeholder Summits, SSG Chairs' Forum, as well as SSG meetings and other ad hoc meetings. Raising issues of local concern. Responding to NDA consultations. Input on site socio-economic fund applications.
4.	To act as a two-way conduit for information between the Members and the operating company, NDA and the regulators.	Representatives are expected to give feedback from SSG meetings to members of their organisations in a timely and impartial manner; circulate the minutes of SSG meetings and other relevant paperwork to the organisations they represent; and represent the views of their organisations at SSG

		meetings, including asking relevant questions on their behalf.
5.	Respond to NDA consultations (and other relevant consultations as required) in a timely manner.	Circulating the consultation and relevant supporting information to SSG members in good time to allow proper consideration of the issues at hand. Receiving presentations and/or briefings from NDA staff as required. Ensuring the SSG responds in a timely manner to consultations, reflecting the full balance of views expressed by the membership rather than trying to seek a consensus.

The SSG may also:

- Set up sub-groups, when appropriate, to address specific issues.
- Set up wider local consultation via the operators as required.
- Do the above in a clear and concise manner, using Plain Simple English with a clear explanation of any acronyms used.

SSGs are not executive decision-making bodies. The objectives above do not interfere with the accountability of relevant decision-making bodies on the sites or of statutory organisations such as the regulators and Local Authorities.

Submissions to NDA group consultations (objective 5) are an important part of the NDA's remit. Submissions do not have to provide a consensual view of all SSG members but should aim to highlight where agreements and disagreements exist on the SSG and why they exist. The NDA and the SSG Secretariat will provide advance notice of major consultations to the SSGs: e.g. NDA Strategy and Business Plan consultations.

As representatives of their local communities, the NDA recognises that SSGs will be approached by organisations that wish to use SSG agenda time for matters that fall outside the NDA's core remit (eg. New build or SMR's). In some instances, nuclear new build may directly impinge upon activity at an NDA or adjacent site: for example, where NDA land is directly involved or if the pace of decommissioning activity is affected by new build development. While the NDA accepts that SSG meetings should make appropriate time for discussion of these matters, it is expected that discussion on new build programs will be conducted through other forums, if available, set up by the developer and that such issues should not dominate meeting agendas or prejudice the discussion of core SSG business. Where the NDA wholly funds an SSG via the secretariat, it expects discussion to focus on activity at NDA sites. While other issues may be of interest to the SSG, the NDA expects discussion at SSG meetings on such issues to be limited to brief updates and not take up significant agenda time.

However, the NDA recognises that the SSG may sometimes touch on wider issues. It respects that SSGs have an independence of action and membership, and that issues affecting NDA land may impact local communities. Equally, the NDA cannot use taxpayers' money to step outside its vires. In all cases, common sense should prevail, but the SSG should not be used as the primary vehicle for community

engagement by any organisation other than the NDA or the relevant operating company. A similar principle should be applied to invitations that SSG members may receive to attend conferences and other events – if the subject matter falls within the NDA's core remit and attendance would help the SSG to deliver the purpose and objectives in this Section of this guidance, then there is a reasonable expectation that any costs involved will be covered by the SSG Secretariat. If it does not, then funding support to cover attendance at the event concerned should be sought from the event organisers before accepting any such invitations and SSG members should discuss such matters with their Secretariat.

Any questions about any of the above should be addressed to the Secretariat, who will liaise with the NDA Stakeholder Relations Team as required.

MEMBERSHIP

Members-voting. SSG membership should reflect the local community and its interests, as well as the operational status of the site and requirements of the NDA. In this context, a local community is typically defined as living adjacent to site, although discretion should be applied on a site-by-site basis.

The SSG, supported by the Secretariat, should make efforts to engage with the community to ensure that all relevant stakeholders are represented on the SSG. On that basis, the SSG should have provision to include members from at least the following:

- Elected representatives (i.e. MPs, MSPs and members of the Welsh Parliament);
- Representatives of Local Authorities, parish councils and community councils;
- Local community groups with an interest in the site, including environmental groups and non-governmental organisations (NGOs);
- Local resident associations or local residents with a declared interest in the site;
- Site union/workforce representatives;
- Other local organisations such as businesses, the voluntary sector and educational institutions (such as local schools, colleges or training facilities);
- The Business Community – local business or trade associations or Chambers of Commerce; and
- Relevant economic development organisations.

Criteria for membership.

Members must be formally appointed by a Local Community Organisation or Body with a formal constitution and a well-defined interest in the Site, its operation, its local impact and its future. They must be willing and able to fulfill the roles and responsibilities of an SSG member, as set out in this Constitution, and adhere to its Code of Conduct.

The SSG may also wish to co-opt members with specialist knowledge. A maximum of three co-opted members may exist as part of the SSG.

New organisations wishing to be represented should apply through the Secretariat so that the application can be circulated in advance of the next meeting at which Members will vote on the new membership subject to compliance with this

constitution.

Those wishing to become SSG members are eligible if they:

- Represent an organisation or a community of interest that warrants inclusion on the SSG and does not replicate the roles of other organisations, thereby unbalancing representation;
- Organisations must have a well-defined local interest in the site's operations and be supported by a formal constitution;
- Be willing and able to fulfill the roles and responsibilities of an SSG member as set out in the Guidance; and
- Adhere to the SSG's Constitution and Code of Conduct.

Official Representatives (non-voting).

It is expected that representatives from the following organisations will also attend and provide updates to SSG meetings:

- Appointed representatives of relevant organisations such as the regulators, national trades union officials, emergency, health services and environmental organisations;
- A representative of the NDA, normally a member of the stakeholder relations team or a nominated deputy;

PUBLIC and PRESS

The public should be able to attend SSG meetings, ask questions and contribute to discussions with members when appropriate. Members of the public have the opportunity to ask questions for an allocated time (20 minutes) at the start of the meeting. The press should be able to attend SSG meetings and ask questions at the discretion of the Chair.

ROLE and RESPONSIBILITIES of MEMBERS

Being an SSG member means that:

- You represent your organisation or 'community of interest' actively on the SSG, including consulting them beforehand on major agenda items and asking questions on their behalf;
- You formally update your organisation or 'community of interest', as appropriate, after SSG meetings, either verbally or in writing;
- You attend every SSG meeting, where possible, or send a nominated representative. Continued non-attendance will lead to a review of membership;
- You read papers circulated in advance of SSG meetings;
- You update other SSG members promptly after representing them at another meeting;
- Members have a duty to factually report the proceedings of meetings to their represented bodies, the public and the media. Misrepresentation by a member would be viewed as a serious matter and appropriate action would

be taken by the chair and could lead to the suspension of that member.

- These responsibilities should be monitored by the Secretariat and enforced where possible by the Chair and/or Deputy Chair.

DECISION MAKING

Given that the SSG is not an executive body, voting should be avoided except on matters that require formal resolution: e.g. changes to the Constitution, the election of the Chair/Vice Chair and the admission of new Members. A list of bodies and groups who have a voting member(s) are detailed in Annex A. Voting will be with a simple show of hands, with the exception of the positions of chair and vice chair of which the process is detailed below.

ELECTION VOTING PROCESS

The Secretariat will inform members at least one month before the meeting detailing the purpose and the process of the elections to appoint a Chair and a Vice-Chair. Each Member is entitled to one nomination per position. Nominees must be SSG Members and should consent to their nomination. If only one named nomination is received, the person nominated shall be deemed to have been appointed and no election will be required. An anonymous ballot vote should be held at the next meeting. Elections will be decided on a simple majority basis. In the event of more than one candidate receiving the same number of votes, the successful candidate shall be decided by lot.

WIDER COMMUNITY ENGAGEMENT.

Hinkley SSG will, periodically, make reasonable efforts to reach out to members of the wider community who do not routinely attend SSG meetings to raise the profile of the SSGs' activities. This work, including efforts to engage seldom heard groups, especially young people, could result in the SSG partnering with the NDA Group, or delivering bespoke packages of work if agreed in advance and suitably resourced by the NDA. Success of this outreach will be enhanced by adherence to a diversity of membership. From time-to-time, the NDA group may also undertake wider engagement with the community. In such instances, the NDA group will inform the SSG and engage with its members. This would allow the SSG to exercise influence without having to manage and deliver wider engagement activities themselves. The NDA would expect to work in partnership with the SSG at community events or on outreach.

This work in the wider community could aim to encourage greater diversity among the SSG membership, ensure the sustainability of SSG.

THE CHAIR

The chair of the SSG should:-

- Be independent of the NDA group: i.e. not employed either by the NDA or by an operating company;
- Be aware of best practice in terms of length of office and ensure there is fair opportunity for elections at least every five years and encourage wider

participation. However, the SSG eligible voting membership retain the right to vote on and select their independent chair.

- They should be transparent about any conflicts of interest, by declaring them at the start of SSG meetings.
- They are accountable to the SSG Members through their formal election
- The Chair must be a voting member. and
- Comply with the SSG Chairs' and Vice Chairs' Code of Conduct (Appendix 2).

The Chair is accountable for:-

- Upholding the SSG's Constitution in its entirety
- Respecting the boundaries of SSG business
- Planning forward to ensure that agendas meet the needs of stakeholders, SSG members, the site operators and NDA in the context of SSG objectives
- Managing SSG meetings to ensure that a balance of views is heard and that all members are able to contribute to discussions
- Holding SSG members to account for reporting back to their constituent organisations, where appropriate, and encouraging membership from relevant local stakeholders;
- With support from the NDA Group, ensuring the SSG makes reasonable efforts to reach out to and promote the work the SSG to the wider community, including seldom heard groups and young people;
- Liaising with the Secretariat to enable the development of both new and existing members through appropriate training, site visits and other support
- In conjunction with other nominees, representing the SSG at national level and in other meetings as needed
- Circulating updates to SSG members from any relevant meetings they attend
- Ensuring SSG subgroups update the full SSG meeting, with an opportunity for discussion
- Assisting the Secretariat in assessing SSG activity requirements for the year ahead

In considering the selection of a Chair, the SSG should consider qualities such as independence, local reputation, experience in chairing groups of this sort and having the time, interest and willingness to fulfill this demanding role.

VICE CHAIR

The chair of the SSG should:-

- Be independent of the NDA group;
- Be subject to re-election at least every five years, accountable to the SSG Members through their formal election;
- Provide support to the Chair;
- The vice chair must be a voting member; and
- Comply with the SSG Chairs' and Vice Chairs' Code of Conduct (Appendix 2)

The Vice Chair is accountable for:

- Upholding the SSG's Constitution in its entirety, with appropriate training and Secretariat support provided by the NDA Group;
- Respecting the boundaries of SSG business
- Covering the accountabilities of the Chair in the Chair's absence
- In conjunction with other nominees, representing the SSG at national level and in other meetings as needed.

SECRETARIAT

The relevant operating company will provide Secretarial support funded by the NDA. Funding will be ring-fenced solely for SSG use, and made available by the operating company, on behalf of the NDA. This Secretarial support should include:

- Administering SSG meeting dates, venues and refreshments
- Reimbursing agreed out-of-pocket expenses for members on SSG business
- Booking travel tickets and accommodation for members on SSG business
- Administering the emolument for the Chair and Vice-Chair
- Arrange minute-taking
- Promptly circulating and publishing minutes from SSG meetings to members and wider interested parties, including an Executive Summary of key bullet points that members can pass on to their organisation
- Managing and updating the relevant website and working with the SSG Chair and Vice Chair to make best use of the website to publicise the activities of the SSG and encourage attendance from a wide range of local stakeholders;
- Circulating relevant papers to members promptly, including communications from relevant external bodies: e.g. the Office of Nuclear Regulation (ONR) and the Environment Agencies or others presenting to the SSG
- Organising inductions for new SSG Members
- Organising biennial (i.e. once every two years) site visits for SSG members or if there is a business need identified by the NDA group; and
- Liaising with the Chair to ensure that relevant issues are adequately covered on SSG agendas.

INFORMATION, VOLUME AND FORMAT

The Secretariat has an important role in challenging the organisations and individuals that submit information to the SSG to help ensure that it is as useful and relevant as possible. Questions to ask include but are not limited to:

- Is the information relevant?
- Does the information assist the SSG in fulfilling its purpose and remit?
- Is the information for noting, discussion or a decision?
- Can the information be presented in a more useful way for SSG members given their time constraints and technical background?

- What information would they like to be passed to SSG members' constituents?
- Is the information presented in a suitable format to easily allow this?
- Are there specific questions that merit further discussion by members' constituents?
- Jointly input to Agenda planning with the Chair
- Recognise that, although sites may be owned and operated by different organisations, there is significant overlap and some common services on shared sites. The Agenda for SSG meetings should reflect this and allocate an appropriate proportion of time to each site, based on the needs and interests of the SSG members as well as the site operators themselves. The meetings are solely for the discussion of the delivery of the NDA Group's mission in decommissioning and waste management, and the relevant social value attached to that mission.

MEETING LOCATION and FREQUENCY

Meetings should be advertised and must be held in locations that are easily accessible to members of the public and press, ideally within easy reach of public transport and with suitable parking. The timing should be convenient to stakeholders so that, as far as possible, they are not inhibited or prevented from attending.

The SSG Chair will choose the venue and location of SSG meetings from a shortlist of appropriate venues produced by the Secretariat. Cost and the general suitability should be important considerations in selecting meeting venues. As a minimum, all venues should:

- Have appropriate capacity
- Be accessible to those with disabilities
- Provide seating and presentation facilities
- Provide appropriate audio and visual equipment and catering facilities

The SSG, in discussion with the NDA and SSG members, will determine the appropriate level of meetings per year taking account of the site's work programme. This is expected to be between one and four meetings a year. While the NDA Group supports face-to-face meetings, SSGs are encouraged to explore use of virtual or hybrid meetings on occasions.

As the need arises, consideration should be given to holding additional or special meetings to deal with particular issues that may fall outside the routine business of the SSG. Equally, the SSG may choose to set up subgroups to address specific topics on behalf of the whole SSG. Each request to convene a subgroup meeting must be submitted to the Secretariat and approved by the NDA. Approved subgroups should seek to reflect SSG membership as set out in section 4.1 and be held virtually via online platforms to reduce cost and Secretariat resource. The work of all SSG subgroups should be regularly shared with the rest of the SSG and appropriate opportunity for discussion given.

Appendix 3 sets out the protocol for NDA group attendance at SSG meetings during election periods.

COMMUNICATIONS

The SSG should have an online presence on an appropriate web platform. As a minimum, the SSG website should be updated with:-

- Dates, Times, locations and agendas of future meetings
- Past minutes and reports
- Key papers of interest to the community regarding SSG business
- SSG Constitution and Code of Conduct
- Reciprocal links to partner websites such as Local Authorities, SLC, NDA etc.
- Dissemination of and links to key NDA Group publications, news and other documents as determined by the SSG that are relevant to the SSG's core business.

All organisations providing information to the SSG are responsible for ensuring it is accessible and useful to members and can be disseminated to members' organisations easily.

CAPACITY BUILDING

To ensure the effective operation of the SSG, new members should undergo an induction process that, as a minimum, would include:

- An information pack issued including: general information about the site, copies of the NDA guidance, this Constitution, the Code of Conduct and any relevant SSG policies;
- Meeting the SSG Chair to welcome them and clarify any questions about the SSG and its Constitution.

Members should be encouraged to recognise their own needs to understand the issues that come before them. Additionally, SSGs should identify annually the information and skills gaps that prevent them fulfilling their objectives. The secretariat or NDA will consider how best to address these requirements.

NDA GROUP SUPPORT

Chairs' and Vice Chairs' payment Via the Secretariat, the NDA will provide payment to Chairs and Vice Chairs that recognises their enhanced role on the SSGs. Chairs are currently entitled to claim £6,615 and Vice Chairs £2,094 per annum. Payment acknowledges the extra work involved in preparing for meetings related to the NDA's core mission, chairing meetings, undertaking appropriate follow-up actions from meetings, attending national events on behalf of the SSG and local car mileage associated with undertaking the role of SSG Chair or Vice Chair. The payment will be reviewed periodically to take account of inflation.

EXPENSES

Via the Secretariat, the NDA will meet out-of-pocket expenses when on SSG business, such as reasonable travel costs on pre-approved SSG business. Travel should only take place if absolutely necessary to delivering SSG business. Less expensive, safer and environmentally responsible alternatives such as telephone or

virtual meeting platforms must have been considered as a first option before traveling is arranged. When travelling on SSG business, SSG members should choose their mode of transport based upon what is safe, time-effective and best value for money. When selecting their method of travel they should consider the practicalities of the journey in terms of relevance to the SSG, their own time and other related costs, as well as the actual transport cost. All travel must be agreed in advance with and booked via the Secretariat.

In line with NDA policy on travel expenses, SSG members traveling by rail on essential SSG business during normal working hours are entitled to travel first-class if the train journey time is longer than two hours. Legitimate claims for additional expenses will also be considered on a case-by-case basis. Claims may only be made with prior approval along with valid receipts and necessary paperwork.

The NDA Stakeholder Relations Team will:

- Ensure NDA representation at all SSG main meetings or arrange informed cover, except in exceptional circumstances
- Offer regular meetings to the Secretariat and SSG Chair to clarify NDA Guidance, policies and plans
- Ensure timely responses to SSG queries, including providing information upon request;
- Facilitate exchange visits between SSGs upon request, via the Secretariat
- Provide oversight and advice regarding SSG operation, including maintaining an appropriate consistency of approach across the UK
- Support an SSG Chairs' Forum meeting
- Provide a Meeting Report from NDA national stakeholder events, with an Executive Summary for ease of circulation and reading
- Clarify in advance when a response to a major consultation is required from the SSGs: e.g. Business Plan or Strategy consultation
- Provide advice and expertise on public and community engagement
- Keep SSG Chairs informed, where possible in advance, of announcements that are likely to generate interest locally.

Working in partnership

To ensure constant evolution and make best use of opportunities for improvement, the NDA commits to work with the Hinkley SSG on an informal review of these Guidelines at least every three years.

The NDA will also work with Hinkley SSG Chair and Vice-chair on an annual basis to produce & publish an annual review. This review will include an annual written report from the SSG Chair, a one-to-one accountability meeting with the NDA to underpin alignment and the opportunity for a 360° review giving SSG members and other stakeholders a chance to feed back their views on the meetings. The review should cover all aspects of the Constitution, including: Progress against objectives and towards achieving the SSG's primary function of providing a forum for open and

transparent dialogue between the local community and the NDA Group and operating companies. Roles and accountabilities of the Chair/Deputy Chair; Administration and procedures; Information and training needs for all members; Adherence to the Codes of Conduct; Refer to NDA Respect at Work policy and use civil service best practice to support the Chairs in managing their SSGs; Website and communication; and NDA and Secretariat support.

The results of each review should be made public on the website so that learning can be shared across all SSGs. Where necessary, the NDA will provide resources required to undertake the external review.

Arrangements for engaging with local communities during care and maintenance will be discussed and agreed between the SSG, local community, operating company and NDA prior to a site entering care and maintenance.

APPENDIX 1: Site Stakeholder Group (SSG) Code of Conduct

- Respect each person both during and outside of the SSG meeting.
- Prepare for the meeting by reading the agenda and reports.
- Participate fully in the meeting.
- Listen to what others have to say and keep an open mind.
- Do not talk whilst others are talking – allow people their say.
- Contribute positively to the discussions.
- Try to be concise and avoid speeches.
- Challenge only ideas, not people.
- It is the Chair's responsibility to bring the meeting to order.
- The Chair has right of sanction against Members.
- Have the best interests of the organization you represent in mind at all times.
- Be punctual.
- Be prepared to contribute to the SSG on behalf of your organisation by reading meeting papers in advance of each meeting and, where possible, representing the agreed view of your organisation.
- Send apologies to the Secretariat if you are unable to attend a meeting and, where possible, nominate a deputy to attend on your behalf.
- Turn off mobile phones and other electronic devices that may interrupt the meeting.

APPENDIX 2: Code of Conduct for SSG Chairs and Vice Chairs.

- Uphold the SSG Constitution in its entirety.
- Ensure the SSG fulfils its primary functions and delivers the objectives agreed in the NDA Guidance.
- Ensure that SSG meeting agendas reflect the SSG's core business and that meetings run smoothly and to time.
- Ensure that SSG membership includes broad representation from the local community, including representation from the stakeholders identified in the agreed NDA Guidance, and is not dominated by one stakeholder opinion.
- Demonstrate that reasonable efforts are being made to encourage SSG attendance and representation from the wider community, including seldom heard groups.
- Lead an annual review of how the SSG is fulfilling its functions, preferably informed by 360° feedback from relevant stakeholders.
- Maintain an open and productive relationship with the NDA Group and Operating Groups to ensure that any issues arising are appropriately discussed and resolved, following the protocol set out in Section 5.6 of the agreed NDA Guidance.

APPENDIX 3: Site Stakeholder Group Protocol for Pre-election Periods

1. The purpose and use of the protocol

This protocol is intended to aid timely decision-making on whether or not Site Stakeholder Group meetings should be postponed during any pre-election period and what agenda items can be covered. The protocol will need to be reviewed and revised before use at future elections and referendums, in line with UK Government advice to public sector workers.

The pre-election period, or period of high sensitivity, is the time immediately before, and just after elections or referendums when specific restrictions on Government Department's activities and communications are in place. This protocol is applicable to representatives of the Nuclear Decommissioning Authority (NDA) Corporate Centre, its operating businesses and subsidiaries.

In the event of a pre-election period, discussions should take place (preferably well in advance of first scheduled meeting) between representatives from the NDA, relevant operating companies and subsidiaries (where appropriate) and the Chairman of the SSG and chairs of relevant Working Groups likely to be impacted. The discussions will be around the requirements of the guidance from Cabinet Office, and the implications for each SSG and working group scheduled to take place during the pre-election period.

The decision-making meeting, referred to below as 'the meeting,' will be arranged by the SSG Secretariat and will be chaired by the SSG Chair, supported by the SSG Secretariat.

Government guidelines will be used to inform the discussions and the decision-making process.

2. Discussions will focus on:

- Government recommendations and how they are interpreted and implemented;
- Appropriateness of NDA's and operating companies' attendance;
- Each meeting will be discussed separately to ascertain agenda items and whether they are likely to contravene the pre-election period guidelines;
- The likelihood of meetings being attended by observers – (including the press); and
- How pre-election period restrictions will be managed during proceedings – (through the Chair – if the meeting goes ahead).

3. General conduct:

- All attendees at the meeting will behave in a respectful manner towards each other;
- Attendees will aim to reach an agreement that is in the best interests of all parties concerned;
- Disagreements will be discussed in an open and constructive manner to generate the best solutions for all concerned;
- The meeting will be chaired by the SSG Chairman who will manage proceedings in such a way to ensure relationships are intact following the meeting; and

- All parties concerned should respect the final outcome decision.

4. Output:

- A joint decision will be made at the meeting as to whether the SSG meetings go ahead or be postponed / cancelled;
- If no agreement is reached, the independent Chair will make the final decision as to whether the meeting will go ahead – (irrespective of representation from relevant organisations);
- The final outcome must have been decided having considered the key interests of all parties concerned;
- Members will be informed as soon as possible if meetings are cancelled or postponed and the website will be updated to reflect those changes with an explanation of why;
- Notifications and explanations may also be required for SSG members if agendas or discussions can be identified as being limited compared to the norm;
- The Chairs of any SSG meetings that go ahead during the period will remind all present at the start of the meeting that pre-election period rules will apply and must be adhered to; and
- The Chairs of any SSG meetings that go ahead during the pre-election period will facilitate discussions to ensure pre-election protocol is not contravened.

5. Advice for NDA/operating companies attending SSG meetings

- Consideration should be given to:
- The agenda for meetings, and potentially controversial policy or political discussions which may arise;
- The extent to which NDA/operating companies will be required to comment on sensitive matters;
- Those in attendance – for example, the involvement of election candidates; and
- Potential competition for public attention with election campaigns.
- The standard Site Director updates on site progress, regulator updates and round-up of NDA group-wide news should be able to proceed, provided they avoid topics of controversy, and attendees are aware of the need to avoid this in questions. Care should also be taken around any important corporate matters and socio-economic updates or discussions.

Examples of topics to be avoided:

- future land use;
- planning applications;
- new build;
- contentious contracts or commercial interests;
- speculation of future projects; and
- areas of local, regional or national political controversy.

APPENDIX 4: Hinkley Point Site Stakeholder Group Voting Members

Representing	No of Members
MP for Minehead and Tiverton	1
Somerset County Council	5
Bawdrip Parish Council	1
Bridgwater Town Council	1
Cannington Parish Council	1
Chilton Trinity Parish Council	1
Fiddington Parish Council	1
Holford Parish Council	1
Kilve Parish Council	1
Nether Stowey Parish Council	1
Otterhampton Parish Council	1
Over Stowey Parish Council	1
Pawlett Parish Council	1
Spaxton Parish Council	1
Stockland Bristol Parish Meeting	1
Stogursey Parish Council	1
Wembdon Parish Council	1
Country Landowners Association	1
English Nature	1
National Farmers Union	1
Stop Hinkley	1
West Hinkley Action Group	1
Sedgemoor & West Somerset Green Party	1

A Station Unite	1
B Station Unite	1
Co-opted Members	3

APPENDIX 5: Recommended list of bodies to send advisors

Representing	No of Members
Somerset County Council	3 Officers
Office for Nuclear Regulation	2 (1 for each site)
Environment Agency	2 (1 for each site)
Food Standards Agency	1
Wessex Water	1
Somerset Health Protection	1
Devon & Somerset Fire & Rescue Service	1
Avon & Somerset Constabulary	1
Hinkley Point A Site Director and other representation as required to satisfy technical content of agendas.	As required
Hinkley Point B Station Director and other representation as required to satisfy technical content of agendas.	As required
Nuclear Decommissioning Authority (NDA)	1



Nuclear Decommissioning Authority (NDA) Guidance for Site Stakeholder Groups (SSGs) – May 2025

1. Introduction

- 1.1 Our strategic objective is to build a better understanding of our mission among the public and our stakeholders and maintain their support, confidence and trust. Effective engagement with our broad range of stakeholders is central to achieving this objective.
- 1.2 The NDA Group recognises it cannot deliver its mission successfully without a social licence to operate from the communities in which it serves. This draft revision of the NDA's Guidance for Site Stakeholder Groups (SSGs) has been informed by independent third-party evaluation, feedback from a range of stakeholders and, crucially, consultation with the SSG community. It aims to build on the SSGs' success since the NDA was set up in 2005. Further consultation with the SSGs will follow before the final revised guidance document is adopted.
- 1.3 This Guidance defines the remit and roles of the independent Site Stakeholder Groups (SSGs) and describes what the Nuclear Decommissioning Authority (NDA) expects from the SSGs and what support the SSGs can expect in return. It also provides the basis of a generic constitution that SSGs are expected to adopt, or adapt, to inform their own Membership. The Guidance provides definitive clarity and consensus on the aims and operation of the SSG.
- 1.4 Within the context of the SSGs, independence is defined as being outside the formal organisational functions of the NDA Group and operating companies. As such, Chairs and Vice Chairs as Office Holders of their own SSGs are expected to be independent of employment to work in these organisations and to declare any conflicts of interest resulting either from previous employment in the sector or from other links, including financial, to the nuclear industry. As such the SSGs receive public funding via the NDA and required to adhere to these agreed Guidelines.
- 1.5 The NDA recognises that each site is uniquely situated, has its own priorities and varied stakeholder interests. For example, Sellafield and Dounreay are Category 1 sites, with different security and safeguarding requirements from other sites in the NDA Group. The size and complexity of these sites results in complex and multi-faceted work programmes. There is, therefore, a need for some flexibility in the detailed arrangements that apply at each site. However, there is also a strong degree of commonality between the SSGs in terms of their scrutiny function. Through continued dialogue between the independent groups, the NDA, and our sponsoring department DESNZ, agreement to adhere to certain minimum standards in composition, conduct and operation is expected by all parties.
- 1.6 The SSGs organise a National SSG Chairs' Forum, with a Chair and Vice Chair elected every five years by the Chairs. Whilst this forum does not occupy a formal role in the

accountability framework for the SSGs, and can help facilitate the sharing of best practice, the NDA recognises it has a useful function of allowing the Chairs to discuss matters of concerns and should relay these to the NDA along with written feedback and any agreed proposals or action points.

2. Purpose of the SSG

- 2.1 Before the NDA was set up in 2005, Local Community Liaison Committees (LCLCs) were the principal conduits for dialogue between the site operating companies and local communities. LCLCs were chaired by the Site Director, who set the meeting agenda and agreed who could attend the meetings.
- 2.2 The NDA facilitated the establishment of the SSGs to ensure more open and transparent dialogue with local communities and greater accountability of the NDA. A commitment to open and transparent engagement with stakeholders is included in the Energy Act 2004.
- 2.3 The SSG is a standing forum for communications between the NDA, NDA group operating company and the local community. It has the overarching aim of ensuring that the NDA Group's interactions with local communities are conducted openly and transparently and that decisions taken by the NDA are informed by the local community's views.
- 2.4 All SSGs are financed and resourced by the NDA Group, with Secretariat provided by the relevant Operating Company. Each SSG has a Chair and Vice Chair who receive remuneration in recognition of the additional time and work they undertake to ensure the views of their communities are represented, and that meetings are conducted in line with NDA expectations as detailed in these guidelines.
- 2.5 The NDA is committed to underpinning the right and ability of an SSG to scrutinise and hold the NDA Group to account on behalf of its community – but in return the NDA expects accountability for ensuring meetings are conducted in line with best practice and with the appropriate use of public funds.
- 2.6 The NDA also supports the view of the SSG Forum, that the meetings are fundamentally “open to all, and all are welcome.” It is in the interests of the operators, the regulators, and not least the host community itself to aim for an inclusive approach to scrutinising the work of the nuclear industry and its regulators.
- 2.7 The primary objectives of each SSG are:

	Objective	Examples of how this could be delivered
1	Scrutiny - To provide an opportunity for questioning the operators, NDA, operating company, regulators and the supply chain on behalf of the community.	Information circulated by NDA, operating company or regulators on local or national issues. Presentations, briefing papers and structured questioning time.
2	To receive and comment on progress reports and forward plans for the sites.	Receive updates on site progress. Request updates on issues of interest.

3	To represent the views of the local community through the provision of timely advice to NDA, operators and regulators.	Represent local views at local and national level: e.g. National Stakeholder Summits, SSG Chairs' Forum, as well as SSG meetings and other ad hoc meetings. Raising issues of local concern. Responding to NDA consultations. Input on site socio-economic fund applications.
4	To act as a two-way conduit for information between the Members and the operating company, NDA and the regulators.	Representatives are expected to give feedback from SSG meetings to members of their organisations in a timely and impartial manner; circulate the minutes of SSG meetings and other relevant paperwork to the organisations they represent; and represent the views of their organisations at SSG meetings, including asking relevant questions on their behalf.
5	Respond to NDA consultations (and other relevant consultations as required) in a timely manner.	Circulating the consultation and relevant supporting information to SSG members in good time to allow proper consideration of the issues at hand. Receiving presentations and/or briefings from NDA staff as required. Ensuring the SSG responds in a timely manner to consultations, reflecting the full balance of views expressed by the membership rather than trying to seek a consensus.

2.8 SSGs are not executive decision-making bodies. The objectives above do not interfere with the accountability of relevant decision-making bodies on the sites or of statutory organisations such as the regulators and local authorities.

2.9 Submissions to NDA group consultations (Objective 5) are an important part of the NDA's remit. Submissions do not have to provide a consensual view of all SSG members but should aim to highlight where agreements and disagreements exist on the SSG and why they exist. The NDA and the SSG Secretariat will provide advance notice of major consultations to the SSGs: e.g. NDA Strategy and Business Plan consultations.

2.10 As representatives of their local communities, the NDA recognises that SSGs will be approached by organisations that wish to use SSG agenda time for matters that fall outside the NDA's core remit (nuclear new build, including fusion and SMR projects, and any of the organisations that occupy the Harwell Campus, for example). In some instances, nuclear new build may directly impinge upon activity at an NDA or adjacent site: for example, where NDA land is directly involved or if the pace of decommissioning activity is affected by new build development. While the NDA accepts that SSG meetings should make appropriate time for discussion of these matters, it is expected that discussion on new build programmes will be conducted through other forums, if available, set up by the developer and that such issues



should not dominate meeting agendas or prejudice the discussion of core SSG business. Where the NDA Group wholly funds an SSG via the Secretariat, it expects discussion to focus on activity at NDA sites. While other issues may be of interest to the SSG, the NDA expects discussion at SSG meetings on such issues to be limited to brief updates and not take up significant agenda time.

2.11 However, the NDA recognizes that the SSG may sometimes touch on wider issues. It respects that SSGs have an independence of action and membership, and that issues affecting NDA land may impact local communities. Equally, the NDA cannot use taxpayers' money to step outside its vires. In all cases, common sense should prevail, but the SSG should not be used as the primary vehicle for community engagement by any organisation other than the NDA or the relevant operating company. A similar principle should be applied to invitations that SSG members may receive to attend conferences and other events – if the subject matter falls within the NDA's core remit and attendance would help the SSG to deliver the purpose and objectives in Section 2 of this guidance, then there is a reasonable expectation that any costs involved will be covered by the SSG Secretariat. If it does not, then funding support to cover attendance at the event concerned should be sought from the event organisers before accepting any such invitations and SSG members should discuss such matters with their Secretariat.

2.12 Any questions about any of the above should be addressed to the Secretariat, who will liaise with the NDA Stakeholder Relations Team as required.

3. Constitution and Code of Conduct

3.1 This guidance provides a standard foundation for the SSG constitution. **Each SSG should develop its own constitution** based on a common template provided by the NDA, reflecting specific local stakeholder requirements as needed. To ensure alignment with NDA Guidelines, each draft constitution will be submitted to the NDA for comment before adoption. New constitutions should be adopted and published on the website as soon as possible. All members of SSGs should receive a copy of their local constitution and the NDA Guidelines annually.

3.2 All SSGs are required to adopt the Common Code of Conduct (provided at Appendix 1).

4. Membership and Public

4.1 Members. SSG membership should reflect the local community and its interests, as well as the operational status of the site and requirements of the NDA. In this context, a local community is typically defined as living adjacent to site, although discretion should be applied on a site-by-site basis.¹

4.2 The SSG, supported by the Secretariat, should make efforts to engage with the community to ensure that all relevant stakeholders are represented on the SSG. On that basis, the SSG should have provision to include members from at least the following:

- Elected representatives (i.e. MPs, MSPs and members of the Welsh Parliament);
- Representatives of Local Authorities, parish councils and community councils;
- Local community groups with an interest in the site, including environmental groups and non-governmental organisations (NGOs);



- Local resident associations or local residents with a declared interest in the site;
- Site union/workforce representatives;
- Other local organisations such as businesses, the voluntary sector and educational institutions (such as local schools, colleges or training facilities);
- The Business Community – local business or trade associations or Chambers of Commerce; and
- Relevant economic development organisations.

4.3 Criteria for membership. Precise criteria for membership may vary between each SSG - and should be included in the SSG constitution - but they should be consistent with the overarching principles set out in this guidance and include the categories stated above. The accountabilities of each SSG member, including the community of interest they represent, should be carefully considered and clearly defined in the SSG's Constitution. From time-to-time, new organisations may wish to become members of the SSG. Votes to admit a new member to the SSG should be included as an item on the meeting agenda and notified to SSG members in advance of the meeting. Members should vote on a member's potential inclusion based on the following criteria. Those wishing to become SSG members are eligible if they:

- Represent an organisation or a community of interest that warrants inclusion on the SSG and does not replicate the roles of other organisations, thereby unbalancing representation;²
- Organisations must have a well-defined local interest in the site's operations and be supported by a formal constitution;
- Be willing and able to fulfil the roles and responsibilities of an SSG member as set out in the Guidance; and

¹ Please refer to Section 2 of this Guidance: Purpose of the SSG.

² Please refer to Section 4.1 above.



- Adhere to the SSG's Constitution and Code of Conduct.

4.4 Official Representatives. It is expected that representatives from the following organisations will also attend and provide updates to SSG meetings:

- Appointed representatives of relevant organisations such as the regulators, trades unions, emergency, health services and environmental organisations;
- A representative of the NDA, normally a member of the stakeholder relations team or a nominated deputy;
- Representatives of the site operators, normally the Site Closure Director/Station Manager or deputy;
- Officers from the local councils at County, District and Parish level or Community Councils in Scotland and Wales; and

4.5 Public. The public should be able to attend SSG meetings, ask questions and contribute to discussions with members when appropriate. The NDA considers it good practice for the Chair to allow members of the public the opportunity to ask questions for an allocated, proportionate time-period following each agenda item.

4.6 Press. The press should be able to attend SSG meetings and ask questions at least at the end of the meeting. This is at the discretion of the Chair.

4.7 Role and responsibilities of members. Being an SSG member means that:

- You represent your organisation or 'community of interest' actively on the SSG, including consulting them beforehand on major agenda items and asking questions on their behalf;
- You formally update your organisation or 'community of interest,' after SSG meetings, either verbally or in writing;
- You attend every SSG meeting, where possible, or send a nominated representative;
- You read papers circulated in advance of SSG meetings; and
- You update other SSG members promptly after representing them at another meeting.

These responsibilities should be monitored by the Secretariat and enforced where possible by the Chair and/or Vice Chair.

4.8 Decision-making. Given that the SSG is not an executive body, voting should be avoided except on matters that require formal resolution: e.g. changes to the Constitution, the election of the Chair/Vice Chair and the admission of new Members. A list of organisations that have a voting member will be detailed in the Constitution and should reflect the range of local community stakeholder views, not dominated by one particular viewpoint. 4.9 describes the process that should be followed for the election of the Chair and Vice Chair. For votes on other matters, a simple show of hands should be sufficient.

4.9 Election voting process: The Secretariat will inform members at least one month before the meeting detailing the purpose and the process of the elections to appoint a Chair and a Vice



Chair. Each Member is entitled to one nomination per position. Nominees must be SSG Members and should consent to their nomination. If only one named nomination is received, the person nominated shall be deemed to have been appointed and no election will be required. An anonymous ballot vote should be held at the next meeting. Elections will be decided on a simple majority basis. In the event of more than one candidate receiving the same number of votes, the successful candidate shall be decided by lot.

4.10 Wider community engagement. The NDA expects SSGs to make reasonable efforts to reach out to members of the wider community who do not routinely attend SSG meetings to raise the profile of the SSGs' activities. This work, including efforts to engage seldom heard groups, especially young people, could result in the SSG partnering with the NDA Group, or delivering bespoke packages of work if agreed in advance and suitably resourced by the NDA. Success of this outreach will be enhanced by adherence to a diversity of membership as illustrated in 4.2. From time-to-time, the NDA group may also undertake wider engagement with the community. In such instances, the NDA group will inform the SSG and engage with its members. This would allow the SSG to exercise influence without having to manage and deliver wider engagement activities themselves. The NDA would expect to work in partnership with the SSG at community events or on outreach.

4.11 This work in the wider community could aim to encourage greater diversity among the SSG membership, ensure the sustainability of SSG membership and would be mutually beneficial for the SSG and the NDA Group.

5. Chair

5.1 The Chair of the SSG should:

- Be independent of the NDA group: i.e. not employed either by the NDA or by an operating company;
- Be aware of best practice in terms of length of office and ensure there is fair opportunity for elections at least every five years and encourage wider participation. However, the SSG eligible voting membership retain the right to vote on and select their independent chair.
- Be supported by a similarly elected Vice Chair; and
- Be transparent about any conflicts of interest, by declaring them at the start of SSG meetings.

5.2 The Chair is accountable to the SSG members through their formal election for:

- Upholding the SSG's Constitution in its entirety;
- Respecting the boundaries of SSG business;
- Planning forward to ensure that agendas meet the needs of stakeholders, SSG members, the site operators and NDA in the context of SSG objectives;
- Managing SSG meetings to ensure that a balance of views is heard and that all members are able to contribute to discussions;
- Liaising with the Secretariat to enable the development of both new and existing members through appropriate training, site visits and other support;
- Holding SSG members to account for reporting back to their constituent organisations, where appropriate, and encouraging membership from relevant



local stakeholders;

- With support from the NDA Group, ensuring the SSG makes reasonable efforts to reach out to and promote the work the SSG to the wider community, including seldom heard groups and young people;
- In conjunction with other nominees, representing the SSG at national level and in other meetings as needed;³
- Circulating updates to SSG members from any relevant meetings they attend; and
- Ensuring the SSG responds in a timely manner to NDA consultations;

5.3 Meeting once a year with the NDA to ensure these Guidelines are being adhered to, that SSG members, Chairs and Vice Chairs are adhering to the Codes of Conduct and to discuss areas of mutual benefit and support. Training, briefing updates as required should be offered to SSG Chairs and Vice Chairs.

³ This includes representing views expressed on the SSG with which the Chair/Deputy does

- Ensuring SSG subgroups (if applicable) update the full SSG meeting, with an opportunity for discussion.
- Assisting the Secretariat in assessing SSG activity requirements for the year ahead.
- Considering with the Secretariat how best to provide for smooth succession of the Chair post.

5.4 In considering the selection of a Chair, the SSG will want to consider qualities such as independence, local reputation, experience in chairing groups of this sort and having the time, interest and willingness to fulfil this demanding role.

5.5 At the beginning of each term of office, the NDA will brief the SSG Chair and Vice Chair on the NDA Group's remit, its expectations of how the Chair and Vice Chair will ensure the SSG fulfils its functions in line with NDA guidance and the support that the SSG can expect to receive from the NDA Group.

5.6 Should any issues arise that require discussion or resolution, the SSG Chair is expected to contact the Secretariat in the first instance. If the Secretariat is unable to resolve the matter, the SSG Chair should contact the Site Director or the relevant Operating Company Stakeholder Engagement lead, or the NDA stakeholder lead, depending on the issue

5.7 All SSG Chairs are required to adhere to the Code of Conduct for SSG Chairs and Vice Chairs at Appendix 2.

6. The Vice Chair

6.1 The Vice Chair of the SSG should:

- Be independent of the NDA group;
- Be subject to re-election at least every five years (see 5.1);
- Provide support to the Chair;

- Be transparent about any conflicts of interest, by declaring them at the start of SSG meetings; and
- Comply with the SSG Chairs' and Vice Chairs' Code of Conduct (Appendix 2)

6.2 The Vice Chair is accountable for:

- Upholding the SSG's constitution in its entirety, with appropriate training and Secretariat support provided by the NDA Group;
- Respecting the boundaries of SSG business;
- Covering the accountabilities of the Chair in the Chair's absence (see section 5.3);
- In conjunction with other nominees, representing the SSG at national level and in other meetings as needed.

7. Secretariat

7.1 The relevant operating company will provide Secretarial support funded by the NDA. Funding will be ring-fenced solely for SSG use, and made available by the operating company, on behalf of the NDA. This Secretarial support should include:

- Administering SSG meeting dates, venues and refreshments;
- Reimbursing agreed out-of-pocket expenses for members on SSG business;
- Booking travel tickets and accommodation for members on SSG business;
- Administering the payment for the Chair and Vice Chair (see section 11);
- Arrange minute-taking and, where applicable, simultaneous translation into Welsh;
- Promptly circulating and publishing minutes from SSG meetings to members and wider interested parties, including an Executive Summary of key bullet points that members can pass on to their organisation;
- Managing and updating the relevant website, and working with the SSG Chair and Vice Chair to make best use of the website to publicise the activities of the SSG and encourage attendance from a wide range of local stakeholders;
- Circulating relevant papers to members promptly, including communications from relevant external bodies: e.g. the Office of Nuclear Regulation (ONR) and the Environment Agencies;
- Organising inductions for new SSG members;
- Organising biennial (i.e. once every two years) site visits for SSG members or if there is a business need identified by the NDA group; and
- Liaising with the Chair and with adjacent sites (where appropriate) to ensure that relevant issues are adequately covered on SSG agendas.

7.2 Information volume and format. The Secretariat has an important role in challenging the organizations and individuals that submit information to the SSG to help ensure that it is as useful and relevant as possible. Questions to ask include but are not limited to:

- Is the information relevant?



- Does the information assist the SSG in fulfilling its purpose and remit?
- Is the information for noting, discussion or a decision?
- Can the information be presented in a more useful way for SSG members given their time constraints and technical background?
- What information would they like to be passed to SSG members' constituents?
- Is the information presented in a suitable format to easily allow this?
- Are there specific questions that merit further discussion by members' constituents?

7.3 Where sites are joint or closely adjacent and share, for historic reasons, an SSG (e.g. with EDF Energy at Dungeness, Hinkley Point, Hunterston and Sizewell and the MoD at Dounreay), the Secretariats or relevant Communications Officers should:

- Jointly input to agenda planning with the SSG Chair; and
- Recognise that, although sites may be owned and operated by different organisations, there is significant overlap and some common services on shared sites. The agenda for SSG meetings should reflect this and allocate an appropriate proportion of time to each site, based on the needs and interests of the SSG members as well as the site operators themselves. The meetings are solely for the discussion of the delivery of the NDA Group's mission in decommissioning and waste management, and the relevant social value attached to that mission.

8. Meeting Location and Frequency

8.1 Meetings should be advertised and must be held in locations that are easily accessible to members of the public and press, ideally within easy reach of public transport and with suitable parking. The timing should be convenient to stakeholders so that, as far as possible, they are not inhibited or prevented from attending. For example, where the timing of meetings may prohibit attendance from certain stakeholders, consideration should be given to holding meetings outside of normal working hours. In the current tight fiscal circumstances relating to public funding, SSGs should endeavour to have more on-line meetings and reduce the number of in-person meetings, while still retaining an appropriate balance.

8.2 The SSG Chair will choose the venue and location of SSG meetings from a shortlist of appropriate venues produced by the Secretariat. Cost and the general suitability should be important considerations in selecting meeting venues. As a minimum, all venues should:

- Have appropriate capacity;
- Provide seating and presentation facilities; and
- Provide appropriate audio and visual equipment and catering facilities.

8.3 The SSG, in discussion with the NDA group, will determine the appropriate level of meetings per year taking account of the site's work programme. This is expected to be between one and four meetings a year, with perhaps half by virtual, on-line means. While the NDA Group supports face-to-face meetings, SSGs are encouraged to make more use of virtual or hybrid meetings on occasions, to enable attendance from as wide a range of stakeholders possible. Where possible, there should be the facility for presenters to call in via on-line means to give presentations if they are not able to attend in person.



- 8.4 As the need arises, consideration should be given to holding additional or special meetings to deal with particular issues that may fall outside the routine business of the SSG. Equally, the SSG may choose to set up subgroups to address specific topics on behalf of the whole SSG. Each request to convene a subgroup meeting must be submitted to the Secretariat and approved by the NDA. Approved subgroups should seek to reflect SSG membership as set out in section 4.1 and be held virtually via online platforms to reduce cost and Secretariat resource. The work of all SSG sub-groups should be regularly shared with the relevant SSG and an appropriate opportunity for discussion given.
- 8.5 Appendix 3 sets out the protocol for NDA group attendance at SSG meetings during election periods.

9. Communications

9.1 Each SSG should have an online presence on an appropriate web platform.

9.2 As a minimum, the SSG website should be regularly updated to include:

- Dates, locations and agendas of future meetings;
- Past minutes and reports;
- Full list of members and who they represent;
- Key papers of interest to the community regarding SSG business;
- SSG Constitution and Code of Conduct;
- Reciprocal links to partner websites such as Local Authorities, NDA group etc.; and
- Dissemination of and links to key NDA Group publications, news and other documents as determined by the SSG that are relevant to the SSG's core business.

9.3 All organisations providing information to the SSG are responsible for ensuring it is accessible and useful to members and can be disseminated to members' organisations easily.

10. Capacity Building

10.1 Induction. To ensure the effective operation of the SSG, new members should undergo an induction process that, as a minimum, would include:

- An information pack including: information about the history of the NDA Group and its remit; a sheet about the site, copies of this Guidance, the SSG Constitution and Code of Conduct and any relevant SSG policies; and
- Meeting the SSG Chair and Secretariat to welcome them on board and clarify any questions about the SSG and its Constitution.

10.2 Information and skills gaps. Members should be encouraged to recognize their own needs to understand the issues that come before them. Additionally, SSGs should identify annually the information and skills gaps that prevent them fulfilling their objectives. The secretariat or NDA will consider how best to address these requirements.

11. NDA Group Support

11.1 Chairs' and Vice Chairs' payment Via the Secretariat, the NDA will provide payment to



Chairs and Vice Chairs that recognises their enhanced role on the SSGs. Chairs are currently entitled to claim £6,615 and Vice Chairs £2,094 per annum. Payment acknowledges the extra work involved in preparing for meetings related to the NDA's core mission, chairing meetings, undertaking appropriate follow-up actions from meetings, attending national events on behalf of the SSG and local car mileage associated with undertaking the role of SSG Chair or Vice Chair. The payment will be reviewed periodically to take account of inflation and the

11.2 Expenses. Via the Secretariat, the NDA will meet out-of-pocket expenses when on SSG business, such as reasonable travel costs on pre-approved SSG business. Travel should only take place if it is absolutely necessary to delivering SSG business. Less expensive, safer and environmentally responsible alternatives such as telephone or virtual meeting platforms must have been considered as a first option before travelling is arranged. When travelling on SSG business, SSG members should choose their mode of transport based upon what is safe, time-effective and best value for money. When selecting their method of travel, they should consider the practicalities of the journey in terms of relevance to the SSG, their own time and other related costs, as well as the actual transport cost. All travel must be agreed in advance with and booked via the Secretariat.

In line with NDA policy on travel expenses, SSG members travelling by rail on essential SSG business during normal working hours are entitled to travel first-class if the train journey time is longer than two hours. Legitimate claims for additional expenses will also be considered on a case-by-case basis. Claims may only be made with prior approval along with valid receipts and necessary paperwork.

11.3 The NDA Stakeholder Relations Team will:

- Ensure NDA representation at all SSG main meetings or arrange informed cover, except in exceptional circumstances;
- Offer regular meetings to the Secretariat and SSG Chair to clarify NDA Guidance, policies and plans;
- Ensure timely responses to SSG queries, including providing information upon request;
- Facilitate exchange visits between SSGs upon request, via the Secretariat;
- Facilitate the attendance of SSG Chairs and Vice Chairs at wider NDA meetings and nuclear industry events, where appropriate, to help build SSG capacity and expose Chairs and their Deputies to good industry practice;
- Provide oversight and advice regarding SSG operation, including maintaining an appropriate consistency of approach across the UK;
- Support an annual SSG Chairs' Forum meeting;
- Provide a Meeting Report from NDA national stakeholder events, with an Executive Summary for ease of circulation and reading;
- Clarify in advance when a response to a major consultation is required from the SSGs: e.g. Business Plan or Strategy consultation;
- Provide advice and expertise on public and community engagement;
- Keep SSG Chairs informed, where possible in advance, of announcements that are likely to generate interest locally;



- To create an NDA/SSG Forum Working Group to discuss ongoing issues and challenges in supporting the independence and successful running of SSGs; and
- To create a co-working approach to engaging with a wider range of stakeholders within NDA communities, in response to feedback from NDA's Strategy 4 on engagement with seldom heard groups (see 4.9).

12. Working in partnership

12.1 To ensure constant evolution and make best use of opportunities for improvement, the NDA commits to work with the SSGs on an informal review of these Guidelines at least every three years. This review must involve all SSG members, the NDA, operating company and potentially other interests depending on the circumstances of the site. The review should cover all aspects of the Constitution, including:

- Progress against objectives and towards achieving the SSG's primary function of providing a forum for open and transparent dialogue between the local community and the NDA Group and operating companies.

12.2 The results of each review should be made public on the website so that learning can be shared across all SSGs. Where necessary, the NDA will provide resources required to undertake the external review.

12.3 Arrangements for engaging with local communities during care and maintenance will be discussed and agreed between the SSG, local community, operating company and NDA prior to a site entering care and maintenance.



APPENDIX 1: Site Stakeholder Group (SSG) Code of Conduct

- Respect each person both during and outside of the SSG meeting.
- Prepare for the meeting by reading the agenda and reports.
- Participate fully in the meeting.
- Listen to what others have to say and keep an open mind.
- Do not talk while others are talking – allow people their say.
- Contribute positively to the discussions.
- Try to be concise and avoid speeches.
- Challenge only ideas, not people.
- It is the Chair's responsibility to bring the meeting to order.
- The Chair has right of sanction against Members.
- Have the best interests of the organization you represent in mind at all times.
- Be prepared to contribute to the SSG on behalf of your organisation by reading meeting papers in advance of each meeting and, where possible, representing the agreed view of your organisation.
- Be punctual.
- Send apologies to the Secretariat if you are unable to attend a meeting and, where possible, nominate a deputy to attend on your behalf.
- Turn off mobile phones and other electronic devices that may interrupt the meeting.



APPENDIX 2: Code of Conduct for SSG Chairs and Vice Chairs

- Uphold the SSG Constitution in its entirety.
- Ensure the SSG fulfils its primary functions and delivers the objectives agreed in the NDA Guidance.
- Ensure that SSG meeting agendas reflect the SSG's core business and that meetings run smoothly and to time.
- Ensure that SSG membership includes broad representation from the local community, including representation from the stakeholders identified in the agreed NDA Guidance, and is not dominated by one stakeholder opinion.
- Demonstrate that reasonable efforts are being made to encourage SSG attendance and representation from the wider community, including seldom heard groups.
- Lead an annual review of how the SSG is fulfilling its functions, preferably informed by 360° feedback from relevant stakeholders.
- Maintain an open and productive relationship with the NDA Group and Operating Groups to ensure that any issues arising are appropriately discussed and resolved, following the protocol set out in Section 5.6 of the agreed NDA Guidance.



APPENDIX 3: Site Stakeholder Group Protocol for Pre-election Periods

1. The purpose and use of the protocol

This protocol is intended to aid timely decision-making on whether or not Site Stakeholder Group meetings should be postponed during any pre-election period and what agenda items can be covered. The protocol will need to be reviewed and revised before use at future elections and referendums, in line with UK Government advice to public sector workers.

The pre-election period, or period of high sensitivity, is the time immediately before, and just after elections or referendums when specific restrictions on Government Department's activities and communications are in place. This protocol is applicable to representatives of the Nuclear Decommissioning Authority (NDA) Corporate Centre, its operating businesses and subsidiaries.

In the event of a pre-election period, discussions should take place (preferably well in advance of first scheduled meeting) between representatives from the NDA, relevant operating companies and subsidiaries (where appropriate) and the Chairman of the SSG and chairs of relevant Working Groups likely to be impacted. The discussions will be around the requirements of the guidance from Cabinet Office, and the implications for each SSG and working group scheduled to take place during the pre-election period.

The decision-making meeting, referred to below as 'the meeting,' will be arranged by the SSG Secretariat and will be chaired by the SSG Chair, supported by the SSG Secretariat.

Government guidelines will be used to inform the discussions and the decision-making process.

2. Discussions will focus on:

- Government recommendations and how they are interpreted and implemented;
- Appropriateness of NDA's and operating companies' attendance;
- Each meeting will be discussed separately to ascertain agenda items and whether they are likely to contravene the pre-election period guidelines;
- The likelihood of meetings being attended by observers – (including the press); and
- How pre-election period restrictions will be managed during proceedings – (through the Chair – if the meeting goes ahead).

3. General conduct:

- All attendees at the meeting will behave in a respectful manner towards each other;
- Attendees will aim to reach an agreement that is in the best interests of all parties concerned;
- Disagreements will be discussed in an open and constructive manner to generate the best solutions for all concerned;
- The meeting will be chaired by the SSG Chairman who will manage proceedings in such a way to ensure relationships are intact following the meeting; and
- All parties concerned should respect the final outcome decision.

4. Output:

- A joint decision will be made at the meeting as to whether the SSG meetings go



ahead or be postponed / cancelled;

- If no agreement is reached, the independent Chair will make the final decision as to whether the meeting will go ahead – (irrespective of representation from relevant organisations);
- The final outcome must have been decided having considered the key interests of all parties concerned;
- Members will be informed as soon as possible if meetings are cancelled or postponed and the website will be updated to reflect those changes with an explanation of why;
- Notifications and explanations may also be required for SSG members if agendas or discussions can be identified as being limited compared to the norm;
- The Chairs of any SSG meetings that go ahead during the period will remind all present at the start of the meeting that pre-election period rules will apply and must be adhered to; and
- The Chairs of any SSG meetings that go ahead during the pre-election period will facilitate discussions to ensure pre-election protocol is not contravened.

5. Advice for NDA/operating companies attending SSG meetings

Consideration should be given to:

- The agenda for meetings, and potentially controversial policy or political discussions which may arise;
- The extent to which NDA/operating companies will be required to comment on sensitive matters;
- Those in attendance – for example, the involvement of election candidates; and
- Potential competition for public attention with election campaigns.

The standard Site Director updates on site progress, regulator updates and round-up of NDA group-wide news should be able to proceed, provided they avoid topics of controversy, and attendees are aware of the need to avoid this in questions. Care should also be taken around any important corporate matters and socio-economic updates or discussions.

Examples of topics to be avoided:

- future land use;
- planning applications;
- new build;
- contentious contracts or commercial interests;
- speculation of future projects; and
- and areas of local, regional or national political controversy.