

SME Steering Group - Cumbria

Meeting 7 – 08.30am 8 May 2014, Carillion, Moor Row

MINUTES

Attendees

SMEs: Chair: Kurt Canfield (KC), Safety Critical Peter Woolaghan (PW), React Engineering Ian Park (IP), Park Gate Tom Anderson (TA), Blue Stream Consulting Andy Hooper (AH) Westlakes Engineering	Tier 2s: Kevin Thompson (KT), Carillion John Corrigan (JC), MITIE Ivan Baldwin (IB), Nuvia - guest Support Organisations: David Jones (DJ), Britain's Energy Coast (BEC)
SLCs: Robert Astall (RA), Sellafield Limited	NDA: Chris Jennings (CJ) Pippa Kelly (PK) Ron Gorham (RG)
Apologies: Sam Dancy (SD), NDA Jeanette Medati (JM), BAE Systems Mike Nichols (MN), PacTec	

1) Apologies, Introductions and Minutes from previous meeting

2) Outstanding Actions Points from previous meetings

See updated log.

Additional points rose during these discussions:

Action: RA to forward the results of the Survey Monkey 'Voice of the Supply Chain' and review SME Questions

Action: Volunteers for a deputy Chair to the SME Steering Group - forward to KC/PK

Action: RQ to contact LLWR (JE) and discuss any outstanding SME issues and report back to next meeting

Action Update 5.5: No particular preference should be dependent on the scope and risk allocation, concern mainly if risk allocation is inappropriate. Reimbursable contracts are a potential barrier for micro or small SME's and can suppress growth. Issue was raised because too often contract requests personnel rather than a solution to a problem. Reduces the opportunities and USP of an SME and creates recruitment rather than a business solution. The concern is that this is more prevalent behaviour in Alliances.

Action update 5.11 NDA does not mandate NEC3 but a core set of flow downs are. CEMAR being used by Magnox and is being trialled at SL with a view to being rolled out. It may become a pan-Gov initiative. Action Closed. NDA does not offer NEC3 training but will consider supporting to NDA SME's if requested.

Action update 6.4 SD to update group on any templates received – closed

Action update 6.5 Indemnity insurance requirements from SLC's and Tier 2's still an issue, being considered by Kirsty Snape, NDA Insurance Manager. Any unreasonable risk requests to be raised to SLC and NDA – Action to be closed but raised to Agenda item for next meeting.

Action: TA to update Kirsty Snape on accessing Insurance through NDA supplier Willis.

Action update 6.14 SD to update on Contracts finder added to Agenda items

Action: RA to check whether SL Yellow Pages has been discontinued

Action: KC to invite BECBC to present if required to the SME Steering Group meeting.

Paul Unsworth, Cavendish Nuclear is the Alliance Chair of the Sellafield Supply Chain Coalition. The group discusses standardisation of subjects such as security, safety, quality. They identify champions who support other members of the group. Costs approx. £450 to join and involves a

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commitment to analysis of processes etc. No SME's are member of the group. It gives SL confidence in the companies who are part of the group. Carillion are part of the group.

3) SL and SME Meeting

Meeting held on 7th May with Sellafield, SME Steering Group Chairs, NDA, and BEC. Purpose of the meeting was to discuss concerns raised at SME Steering group Meetings in all regions on

- Access to market
- Communication
- Visibility

Discussion over what 'good' looks like and action points for members to consider

1. SL to devise a complimentary model on commercial frameworks to include potential for innovation.
2. SL to improve visibility of the procurement plans and a subset giving more access to opportunities for SME's.
3. SL to monitor Tier 2 engagement, behaviours
4. SME Chairs to consider what indicators (other than spend) which might indicate SME success – e.g. growth, start-up businesses, value, innovation etc.

SME Action plan issued at the meeting.

4) National Steering Group Meeting – update

Rakesh Burgul (RB) NDA Security Manger presented to the group on Security issues and requested feedback from the Regional committees on examples where 'unreasonable' delays or requests for new security passes were made when working on different sites (i.e. already cleared to level on one site but required to go through the process again for another site). RB is part of a group of Security representatives from all the NDA sites and the forum will be extended to include New Build companies and MOD. The group will be discussing issues raised and how to streamline the process to minimise the negative effect on companies working within the industry.

Action: all to bring examples of Security issues to KC for rising with NDA at the National Meeting.

5) Recap on core objectives of SME Steering Group – Cumbria

Commercial Barriers

Some of the problems in Tier 2 companies are where they have multiple payment terms across different industries. Some SME's still finding issues with longer than 30day payment terms – to be discussed directly with the SLC. Example given that Highways impose a KPI based on 30 day payment.

Recognised great improvement has been seen from SLC's. Unfortunately Tier 2's not passing down the line, reluctance at SME level to raise the issue.

Identifying SME's in Cumbria

A separate subcommittee was created to develop the Cumbria Excellence Event. The event was extended to cover not only Nuclear Decommissioning but also other Energy sectors. To be held in Energus on 13th May, offering 60 stands FOC, amongst the key speakers are Ron Gorham-NDA and Robert Astall-Sellafield. Companies attending include National Grid, EON and Centrica.

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Aim of the event is to capture details of new SME's, provide an opportunity for networking of Cumbrian SME's and energy suppliers.

Training and Development

This subject in particular with a view to the well documented skill shortage in Engineering. It was decided that whilst this was a very necessary area to be resolved, it was beyond the remit of this committee to do much and focus could be better directed to more achievable targets. The Centre of Nuclear Excellence (CONE) including BAE, Local councils, NNL, NDA etc It was proposed, however, that one of the issues of training staff and not being able to use them on major projects due to lack of experience, could be tackled. The proposal is for the committee to focus on the following steps :

1. Where does the problem lie with using graduates/trainees on contracts?
2. What could be done to change the requirements?
3. What could the SLC's do to be more flexible in their approach

RG updated the group on the NDA Mentor Scheme initiative.

Action: RA and KC to review the SQEP requirements including within the DSA (contact Andy Burrows)

Action: Invite process owners (including LLWR) KC/RA

Action: All to consider 5 pitfalls on training – email to KC in next 3 weeks

Exporting skills from Cumbria

It was agreed that this covered 2 questions – 1 how to export skills from Cumbria worldwide and 2 how to export skills to the wider NDA Estate.

RG suggested involving INS in the meeting to present details of how they have supported exporting UK expertise in ND worldwide.

6) Guest Speaker – Ivan Baldwin – Business Development Manager, Nuvia

Nuvia are not a manufacturing company therefore they rely heavily on the Supply Chain. Ivan's background was within SME's therefore understands many of the issues. Nuvia are always keen to explore the opportunities of working with new companies. Following an opportunity to present to a Professional Development Session held by Sellafield Ltd in Warrington, Nuvia were very keen to developed their own regular meetings internally, bringing in experts from other companies to present to staff. Last company to present were Wall Rover. These meetings provide an opportunity for internal staff to better understand the expertise and knowledge held by some of their suppliers and how to work together in the future to promote better working relationships and opportunities.

2012 statistics show that Nuvia spends 50% of its outlay in the Supply Chain – 60% of which are SME's.

Action: RG would like to know if Nuvia contracts include the 30 day Net payment terms – IB to check and respond to RG.

7) AOB

An SME has reported that the time to receive a response post contract award is causing problems. There appears to be no single point of contact to establish the situation.

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PW invited the committee to join React on its 10th Anniversary supporting it's charity Engaging in Young People at the Samuel Lindlow Theatre.

RG announced that the NDA Supply Chain event 2014 will be held on 6th November this year at Event City. Hoping for max 1500 registered delegates and offering 250 stands FOC – priority given to members of the NDA Supply Chain Charter. UKTI will be hosting a separate but connected event for opportunities in Nuclear Decommissioning abroad on the following day in Manchester.

8) Dates for next meetings

Next meeting scheduled for 3rd July 2014 at NDA offices in Herdus House, Moor Row