

SME Steering Group - Scotland

Meeting 5 – 1 October 2014 Scottish Government Offices, Glasgow, Scotland

MINUTES

Attendees

SMEs: Chair: Peter Murphy (PM), Turnbull & Scott Wendy Pring (WP), KCP Ltd Bob McKee (BK), McKillop Engineering & Projects Shaun McLaughlin (SM), McLaughlin Construction Angela Ramsay (AR) Nuclear Project Associates Philip Foley (PF) IJC	Tier 2s: Adrian Peckitt (AP), Nuvia Support Organisations/Guests Andrew Vincent (AV) Scottish Enterprise Keith Muir (KM), Highlands & Island Enterprise Alan Ruiz (AR), AMEC & Nuclear Institute
SLCs:	NDA: Ron Gorham (RG) Pippa Kelly (PK)
Apologies: Stephen Sutherland (SS), JGC Engineering Kenneth Linn (KL), DSRL, David Craig (DC), Nuvia	Sam Dancy, (SD) NDA Ken Nicol (KN), DSRL, Bertie Williams, (BW), NDSL

1. Introductions and apologies

2. Nuclear Institute – Alan Ruiz, Amec

The institute was created in 2009 from the merger of the British Nuclear Energy Society and the Institution of Nuclear Engineers, it is not a trade organisation and focus is on education and training on technical issues. The Institute covers all areas of the Nuclear Industry, civil new build and decommissioning and Defence. The Scottish region has historically been split into two branches but these will probably be combined in the near future. There is an annual fee, for which members receive invitations to events, talks, site tours, regular newsletters and a speaking competition.

The institute is run by volunteers and includes an active younger member group for those under 37yrs! Collaboration with other Institutes such as Mechanical and Chemical Engineering is encouraged.

Any company who has a technical expertise it would like to present to the members should contact the Institute for further details on forthcoming opportunities.

3. Terms of Reference

A recap was given for new members on the Terms of Reference agreed with the NDA and the amendments made recently to clarify length of Chair membership and options for new members to be introduced.

SME Steering Group - Scotland

Meeting 5 – 1 October 2014 Scottish Government Offices, Glasgow, Scotland

5. NDA Update

NDA SME Action plan has been revised and approved by Baroness Verma, DECC and has been sent to for final approval by Francis Maude, Minister for the Cabinet Office.

NDA target SME Spend is 20% and achieved 19% in the past year on both Direct and Indirect spend.

Each SLC has their own SME Action Plan that should be published on their respective websites. Current projects being run by the NDA are the NDA SME Mentor Scheme with over 40 Mentors and Mentees registered and working together. The forthcoming NDA Supply Chain Event will be held at Event City on 6th November with up to 1500 delegates expected. UKTI will also be holding workshops on 7th November and have visitors expected from Japan, China and Europe. A map of SME's in the Nuclear Decomm industry has been produced by Sam Dancy based on data provided by Dun & Bradstreet and is being validated by the SLC's for accuracy.

Action : Send a copy of the list of companies in Scotland used to create the map to PM - SD

The next National SME SG meeting will be held in October where issues of a more national nature are raised. Previous successes include changes to Payment Terms, Insurance briefing note, IP Policy etc. Guest speaker will be Jean Llewellyn from NSAN.

Discussion on revisions to the current NDA Supply Chain Development Strategy will be encouraged.

Action : Please read and comment on the Strategy and feedback to PM

<http://www.nda.gov.uk/publication/supply-chain-development-strategy-august-2010/>

<http://www.nda.gov.uk/publication/sme-procurement-action-plan-2014/>

Outstanding issues still being covered include Security issues with personnel transfer across sites, Professional Indemnity requirements.

Action : Any examples of security problems encountered with transferring personnel across sites with should be passed to Chair/NDA to give us the opportunity to resolve system failures - ALL

Action : Please supply Case Studies to Sam Dancy, good and bad experiences – all

6. Introduction to NSC2 – Andrew Vincent, Scottish Enterprise

Nuclear Supply Chain 2 (NSC2) is a second initiative by the SE to support companies either in or wanting to proceed in the Nuclear Industry. Funding has now been approved and will follow a similar format to the previous program with Workshops, 1 to 1 support, Technical and Business initiatives with an emphasis on problem and solution innovation. Plan is to support up to 70 companies. SE are going through the OJEU process at the time, more details will follow once a supplier is selected. SE are also interested in hearing from any SME's who would be interested in helping with the development of the new initiative.

From this presentation discussion grew into how to ensure companies know about the availability of support and where to find information for new companies entering the Nuclear Decommissioning industry.

SME Steering Group - Scotland

Meeting 5 – 1 October 2014 Scottish Government Offices, Glasgow, Scotland

8. Fit 4 Nuclear

Currently funded by the Regional Development agencies growth funds and was not available to companies based in Scotland, however S.E. are planning on providing the same level of funding for Scottish companies to be able to enter into the next phase of the scheme. Changes are being made the revised F4N programme to include greater emphasis on the Decommissioning sector & R & D funding.

9. Steering Group Purpose

Following the earlier discussion on how new SME's know how to find information into the market, particularly in Scotland, PM will chair an additional meeting outside this format to consider the possibility of making document/map to demonstrate where information/support/funding can be found in the Scottish region.

Action : RG & PM to approach EDF for a representative on the SME SG – Scotland committee

Action : RG to approach MOD Subs about the possibility of a member coming from HM Naval Base Clyde (Faslane) to join the SME SG – Scotland

Next meeting to be held in Jan 2015 – PK to send doodle invitation.