



Nuvia Branch

**MINUTES OF THE 110th MEETING OF THE COMBINED NUVIA BRANCH
COUNCIL & CTUC (GMB, Prospect & UNITE)
HELD 19th March 2025 – At Milton Park (& TEAMS)**

| Name | Section | Role |
|--------------|--------------|--------------------------|
| John Ambrose | Risley | Prospect Chair/Secretary |
| Lynn Hibbert | Dounreay | Prospect TU Rep /EWC Rep |
| Tom Jones | West Cumbria | Prospect TU Rep |
| Tom Adams | GMB | GMB TU Rep |
| Joe Cleal | UNITE | Berkeley TU Rep |
| Robbie Young | Prospect | Negotiating Officer |

1 Welcome

JA welcomed all to the meeting.

JA opened by announcing the retirement of Penny Oliver. PO acted as Prospect TU Rep for Harwell members, and more recently, for Winfrith and a number of remote HP surveyors across the country. PO also acted as Vice-Chair for both the CTUC and the Prospect Branch.

As part of the TU SHE initiative, PO initiated BeeSafe back in 2008. This has led to many successful SHE campaigns over the years, and BeeSafe was both welcomed and supported by the company who adopted a number of initiatives as policy along the way. PO will be offering some support initially to BeeSafe in her retirement.

The Branch all wished PO well for the future and thanked her for her invaluable support and contribution over the years.

JA informed the Branch that he was due to go off from the 26th March until Mid-June. Though hopefully, would be back a little earlier. This may well impact on his actions. However, RY would be supporting the Branch and arranging regular meetings with Prospect Reps. GMB/Unite Reps will be updated and involved in any issues of a non-Prospect nature. RY will also seek regular contact with the company.

2 Apologies

Ian Tickle – Prospect – Risley – Pensions/EWC
Marcia Oliver – Prospect – Risley – NPC TU Rep
Alison Eve – GMB – West Cumbria - TU Rep

3 Acceptance of Minutes

The minutes of the previous Branch Council Meeting were accepted as a true record.

4 Actions from Previous Minutes

An index of Branch Actions is included as Appendix 1.

5 Formal Communications

JA advised that communications continue between the CTUC and the company on a number of subjects, with references made to the Items within the Minutes. JA continues to have regular informal meetings with Richard Fearnside (People & Culture Director).

An index of CTUC Updates to-date is included as Appendix 2.

An index of letters to/from the company to-date is included as Appendix 3.

6 Staff Matters

Membership

JA reported that recruitment continues amongst new starters.

Further, JA advised that the action remained open for a replacement TU Rep following TUPE transfer of NORM staff at Piddlehinton

***Action M102:01** – J Ambrose – To contact Winfrith members, seeking a volunteer to act as the local TU Rep.*

Prospect Young Workers (PYW)

Position remains On Hold.

Union Learning Rep (ULR)

Position remains On Hold.

NPC Holders

Allowances

Action remains ongoing; -

ITi raised the issue of the inconsistency in how NPC benefits appear to be applied across individuals in this group. In particular, ITi highlighted the issue of car allowances as laid out in the company instruction 'Allocation of Company Vehicles'.

As ITi is closer and has better understanding of this issue, JA asked ITi to pull together the information, and for him to take-up with the company. Keeping JA in the loop.

***Action M103:01** – I Tickle – To identify the perceived shortcomings and application of NPC benefits, particularly in relation to company instruction 'Allocation of company Vehicles'.*

Recruitment & Turnover

JA quoted approximate Prospect numbers for Q1 of 2025. Numbers remain stable and above 2024 level.

A list of Starters/Leavers issued to Reps for follow-up.

Total staff employees (excluding ASWs) circa 584.

In the year to date; -

Staff numbers; - Starters v Leavers to-date circa 29 v 10 (net gain of 19)

Agency numbers; - Starters v Leavers to-date circa 16 v 4 (net gain of 12)

Largest area of growth remains with HP Surveyors, significantly 12 trainees a smaller number spread across other businesses. However, there remains a noticeable turnover amongst the Surveyors, particularly those recruited in from a number of companies.

AE & TA are following up as best can.

Action M108:01 – J Ambrose – To prepare an Induction pack for new starters and circulate to TU Reps.

Complete - JA is to issue to TU Reps.

European Works Council

LH reported that there is a Plenary Meeting to be held 11th to 15th May. Unfortunately both LH and ITi are unable to attend due to other commitments. However, they will look to circulate minutes once available.

7 Company Matters

Company Performance

JA reported that following the latest Team Briefs, the company quoted a 2024 profit of £880k against a turnover of circa £63m. Previously the company was reporting a 'challenging' year for 2024 to hit a profit. However, figures were significantly underpinned by the successful conclusion of a Legacy project.

The Company has concluded its budgetary forecasts for 2025. In summary, a turnover of circa £75m, generating a 2% margin.

Again, Team briefs suggest that in the first two months of the year, performance is slightly better than forecast.

The 2025 forecast replaces the 5 year plan that concludes in 2025 which had the aspiration of achieving £175m and 6% profit, which unfortunately will not be hit, mainly as result of a number of significant acquisitions not materialising, and falling short in a number of organic growth areas. It has been pointed out to the company that this forecast is still prominent on the company intranet homepage.

The Company has concluded its 5 year plan to take the business through to 2030. This will also feature acquisitions and organic growth, taking the workforce from circa 550 to 1,500 employees by 2030. Details are expected shortly, and to replace information currently shown on the homepage.

Supporting this employee growth, the company is looking to increase the employee total by 200 in 2025 (v 117 in 2024). The majority will be non-Health Physics related.

Previously:-

PO reported that the company accounts for 2023 had still to be published and submitted to Companies House. They were expected to show a further loss, again mainly associated with legacy projects. The company has now reported losses in four of the last five years. This has added to the significant overdraft the company has with the parent company. However, it does strongly advise that it has the full backing of the parent company, who continue to support and fund Nuvia, and that there is no suggestion that this is likely to change.

Action M109:01 – Penny Oliver - To discuss the lack of submission of accounts to Companies House with the Finance Director.

Complete - 2023 Accounts submitted late, to allow 2024 accounts to be submitted in tandem so as to include information on recapitalisation, improving Nuvia's financial position.

The 2023 Accounts showed a further year of poor performance. As potential clients make reference to bidders/tenderers financial position, this was raising a few questions. By delaying 2023 Accounts, this allowed the 2024 Accounts to be prepared which included recapitalisation by the parent company. Thus improving its financial outlook.

Dounreay - Operators

LH reported that NRS stated that they intend to bring all operator staff from its suppliers (e.g. Nuvia) in-house from April 2026..

This would involve TUPE transfer of circa 28/30 Nuvia employees. There is on-going dialogue with the company and NRS. Such movement would present a significant loss to Nuvia in terms of employees and revenue at Dounreay. It is expected that further information will be available at the next BCM.

There is no formal discussions between the company and the CTUC at the moment until the position can be clarified. Normally, formal consultation would take place with 6 months of any proposed TUPE transfer.

We are advised that NRS are not considering any change to the contractual arrangements between HP staff and their relative employers.

Action M110:01 – Lynn Hibbert - To monitor the development of potential transfer of Operators into NRS and report back to the BCM.

Acquisitions

JA understands that there are currently none in the pipeline for 2025 at the moment.

Future Workloads

JA remarked that the company is positive on future workloads in 2025 with the forecast turnover higher than 2024, so continuing growth expected across the businesses.

Equality, Diversity & Inclusivity (ED&I)

JA reported that there are scheduled meetings through the year with the workgroup. A number of monthly calendar campaigns are being run through the group. JA also advised that the group is seeking new members and those interested should visit the ED&I webpage.

JA noted that the Next Gender Pay Gap Report is due for publication in April. It has been suggested that one of the main metrics of pay differential has closed to 6% from that first quoted six years ago of 29%. Further details will be available next BCM.

Engagement Survey

Previously;-

PO reported that following on from the Pulse Survey held November 2023 which indicated little movement in the overall scoring from the 2023 Engagement Survey, the company believes it has acted on the outcome, and hoped this would be reflected in the 2024 Engagement Survey. Unfortunately, again, there was not much movement in the overall scoring as the company remains in the One To Watch (OTW) category.

JA stated that the 2025 Engagement Survey was to be launched in April. However, again, this is to be limited mainly to office-based staff. Thus excluding site-based staff (perhaps half of the company employees). The Branch believe that the survey is no longer fully representative of the company. The company counter that they have tried several options to engage with site-based employees, non-proving successful.

The CTUC has a number of members acting as 'Engagement Champions'; -

- Alison Eve (West Cumbria)
- Lynn Hibbert (Dounreay)

- Ian Tickle (Risley)

8 Terms & Conditions

General

JA reported that the BC remains in dialogue with HR on several HR procedures as it goes through the process of update.

HP Surveyors – Holiday Pay Roll-up

JA contacted by HR regarding a particular group of transferred-in HP Surveyors who's hourly rate included an element for holiday pay.

Briefly, in April 2024 the law had changed, and holiday roll-up was no longer permitted. Therefore, the company was writing to all those affected that going forward their hourly rate was to be reduced and that standard holiday/Leave procedures would now apply to all employees.

From initial consultation to-date with the group, HR advises that the change is acknowledged and agreed.

HP Surveyors – General T&Cs

From last BCM;-

JA reported that there continues to be issues surrounding the T&Cs of HPSs brought in from various companies over the last 18 months or so. JA was expecting information from HR on the latest issues and would circulate accordingly to the HP TU reps for their input when received.

Action M108:04 – J Ambrose – On receipt of latest documentation referring to HP Surveyors T&Cs, JA will circulate to HP TU Reps.

Complete - Rolled-up into M108:07 – HP Working Group

HP Surveyors Working Group

From last BCM;-

AE reminded that when the company commenced the large-scale recruitment of HP surveyors from a number of companies, one of the main issues raised with senior management was the myriad of T&Cs now covering the groups.

A meeting was held with Richard Fearnside, Greg Antill, and the CTUC in June 2023. The meeting was wide ranging, but in relation to HP surveyors; -

- *Recruitment*
- *Integration*
- *Package Managers*
- *Job Descriptions*
- *T&Cs*
- *Etc.*

At the meeting, it was put forward the setting up of a HP Working Group which would include representatives from the CTUC, to look at the issues raised, but mainly around the various T&Cs. It was acknowledged that reaching satisfactory conclusions would take some time, with a time scale of 3 years mentioned. To date, over 15 months or so, there has been no real movement in arranging a Working Group. The issue of varying T&Cs continues to cause some irritation between groups.

Action M108:07 – J Ambrose – To contact the company with a request to set up a HP Working Group to look at unresolved issues, but mainly the varying T&Cs and how best to resolve over an agreed timescale.

Complete – JA awaiting a formal response

Further, JA had spoken to Greg Antill (HP Director) who advised he will be getting back shortly.

Boot Camps

Previously, PO spoke to John Moir, one of the Package Managers in HP, about these camps. The Boot Camps have been put on hold at the moment, although it was planned for these to start again in sometime in 2025.

9 Pay and Allowances

Pay

JA advised that the 2025 pay agreement had now been implemented;-

| Below | Lower | Middle | Upper | Above (Consolidated) | <u>Overall Increase</u> |
|--------------|--------------|---------------|--------------|---------------------------------|------------------------------------|
| 4.20% | 3.20% | 2.80% | 2.70% | 2.50% | 2.94% |

- Underpinning increase of £800.
- Pro rata for part time workers.
- Consolidated percentage for those 'Above' pay thirds - no lump sum.
- Pay award does not apply to those employed on or after 1st October 2024.
- Implementation Date – 1st January 2025.

This followed a ballot for acceptance, which delivered a **'YES' of 71%**

Comments received from a sizeable number of members via TU Reps;-

- That while supportive of colleagues sitting below their appointed Pay Band (and there are members in that position), it was for the company to address for either recruiting people into these positions/bands, or applying a methodology that places existing staff into these positions/bands.

Therefore it should be for the company to redress and budget accordingly, as in the past with previous P&G agreements, and not for the general pay negotiations to fund.

- Members were reluctantly willing to acknowledge the company's recent poor performances and accept an overall award in line with CPI accordingly. However, this can't continue and members will be looking for something more meaningful for 2026.
- Red circling of many colleagues who had been placed in that position by the action of the company towards them in the past, who made the decisions on their pay levels and is now wanting to penalise them.
- Members not happy at the apportioning of the pay award, the preference is for an 'across the board' increase.

The Branch took note and will take forward for the 2026 negotiations.

There was some discussion chaired by RY regarding a future pay policy which would address the concerns of members raised today and in relation to the P&G ballot of 2024.

RY was to contact the company in relation to obtaining information which would assist developing a Pay Policy.

Action M110:02 – Robbie Young - To contact the company on obtaining Pay Data which will assist in forming a Pay Policy to be put to the company.

Allowances

General

JC raised the issue of a number of allowances which had not been increased for several years, specifically travel and ICA.

Action M110:03 – J Ambrose - To contact the company regarding the issue of reviewing a number of allowances including travel and ICA.

Bonus

There is no general bonus award to be made in 2025.

The company has indicated that it wishes to consult on a new Bonus structure that would apply once the company starts making significant profit. No time-frame has been suggested as yet.

Initial thoughts from the Branch are that for standard contract holders, any new structure should not prove divisive, and would expect all employees (excluding NPCs) to receive significantly the same, and be based on a cash equivalent, not a percentage of salary.

10 Pension Matters

General

ITi had advised JA there was no real change to last DB Quarterly Trustees meeting. There were no major issues or concerns identified. He did wish to remind; -

- Recovery Plan is to 2032
- 2025 payment increases substantially to circa £4.9m.
- Actuarial Review for 2024 underway.

It is worth noting that the 2025 payment will come of the company's bottom line.

No major issues relating to the DC scheme were raised.

11 Safety, Health & Environment

BeeSafe

Wellbeing Clinics; -

JA re-affirmed that a 'hold' has been put on discussions relating to the workshops. Though a major disappointment, it will on the kept on the agenda as a reminder. It is understood that Assurance is keen to hold these clinics at a convenient time in the future and when funding will allow.

Mental Health

TA raised the subject on mental health in relation to serious illnesses. In particular, how this can impact on the partner of a person who may have a serious illness such as cancer. TA added that the mental stress of the partner is mostly overlooked and can be quite debilitating. TA agreed to prepare a draft document over the coming months.

Lap-tops – Off-Site Access

JC raised the issue of the difficulties on site of maintaining communication with line management/the company. Certainly there is difficulty obtaining latest comms, SHE notices, etc. Also, raising UNORS in a timely fashion, if at all, can be extremely difficult.

JC suggested that it would be very beneficial if the company could provide laptops to remote sites, in a suitable place, where Nuvia employees gather/based on-site to able them to access in real-time company comms and the UNOR system. This would be brought up at the JCSHE.

Drinking

JA reported that PO had prepared a leaflet on drinking including a link to liver disease. This had been updated for issue around Christmas/January time and submitted to the SHE department. Post meeting note. As of the 19th March this document has not been issued.

Menopause

An updated menopause leaflet for those persons going through the menopause and a separate leaflet for those who were family/friends/work colleagues had been prepared and passed to the three menopause champions. Some comments were passed on peer review. PO was unable to make these changes prior to her retirement.

TU Safety Rep

JA advised that now that PO has retired, the Branch will be seeking a volunteer, or new Rep, to lead on BeeSafe. RY believed there may be a suitable candidate who has been showing an interest. JA will follow-up.

Action M110:04 – J Ambrose - To follow-up on a possible candidate to take on the role of lead for BeeSafe.

Campaigns; -

JA reported that PO was looking towards the following, though retired PO said she would complete and pass to the Branch accordingly; -

- Cardiovascular health issues.
- Dental – in relation to monitoring for mouth cancers.
- Fire plans.
- Mental Health
- Lap-tops – Off-site Access

TU Safety Reps; -

No issues.

Joint Committee for Safety, Health & the Environment (JCSHE)

Significant items to be raised; -

- Hot Desking – Impact on Neurodiverse colleagues – allocated desks.
- Drink Awareness
- Dental – in relation to monitoring for mouth cancers.
- Mental Health
- Lap-tops – Off-site Access

12 Annual Delegate Conference

There are no plans at present to organise an ADC. Discussions remain open on an alternative. JA stated that currently, a full-blown ADC like those previously held could not be justified financially.

13 Any Other Business

Most items raised were covered under the relevant sections within the minutes.

14 Date of Next Meetings

The next scheduled BC Meetings to be held at Milton Park (& Teams) are as below. The JCSHE Meetings to be held the following day (on the Thursdays);-

NBC 02/25
26th March 2025

- 25th June 2025
- 24th September 2025
- 26th November 2025

John Ambrose
Chair
26th March 2025

APPENDIX 1 – SUMMARY OF ACTIONS

Branch Council Actions

Latest Close-out

- **Action M108:01** – J Ambrose – To prepare an Induction pack for new starters and circulate to TU Reps.
Complete - JA is to issue to TU Reps.
 - **Action M108:02** – A Eve – To report back to the next BCM on training period information provided by HR covering HPS Trainees.
Complete
 - **Action M108:04** – J Ambrose – On receipt of latest documentation referring to HP Surveyors T&Cs, JA will circulate to HP TU Reps.
Complete – Rolled-up into M108:07 – HP Working Group
 - **Action M108:07** – J Ambrose – To contact the company with a request to set up a HP Working Group to look at unresolved issues, but mainly the varying T&Cs and how best to resolve over an agreed timescale.
Complete – JA awaiting a formal response.
- Action M109:01** – Penny Oliver - To discuss the lack of submission of accounts to Companies House.
Complete – 2023 Accounts submitted late, to allow 2024 accounts to be submitted in tandem so as to include information on recapitalisation, improving Nuvia's financial position.

Outstanding/New

- **Action M102:01** – J Ambrose – To contact Winfrith members, seeking a volunteer to act as the local TU Rep.
Ongoing
- **Action M103:01** – I Tickle – To identify the perceived shortcomings and application of NPC benefits, particularly in relation to company instruction 'Allocation of company Vehicles'.
Ongoing.
- **Action M110:01** – Lynn Hibbert - To monitor the development of potential transfer of Operators into NRS and report back to the BCM.
- **Action M110:02** – Robbie Young - To contact the company on obtaining Pay Data which will assist in forming a Pay Policy to be put to the company.
- **Action M110:03** – J Ambrose - To contact the company regarding the issue of reviewing a number of allowances including travel and ICA.
- **Action M110:04** – J Ambrose - To follow-up on a possible candidate to take on the role of lead for Bee Safe.

APPENDIX 2
CTUC Index
(From 2019)

| CTUC No | Topic | Date Sent |
|----------------|--|------------------|
| 101 | Pay 2019 - 1 | 11/11/2018 |
| 102 | Engineering Redundancies | 10/01/2019 |
| 103 | Leave Carry-over | 25/01/2019 |
| 104 | Pay 2019 - Offer | 28/01/2019 |
| 105 | Pay 2019 – Offer - Acceptance | 14/02/2019 |
| 106 | ADC 2019 – Motions Summary | 22/05/2019 |
| 107 | Appointment of Prospect Pensions Representative | 23/09/2019 |
| 108 | Engagement Survey | 14/10/2019 |
| 109 | Pay 2020 – Offer Award | 22/11/2019 |
| 110 | Coronavirus (COVID-19) | 18/03/2020 |
| 111 | COVID-19 - Furlough of Staff | 09/04/2020 |
| 112 | COVID-19 - FAQs | 07/05/2020 |
| 113 | Furloughing Compensation Arrangements | 30/06/2020 |
| 114 | CEO Announcement - Redundancy | 07/07/2020 |
| 115 | Members Survey On Consultation | 10/07/2020 |
| 116 | Redundancy Update | 02/08/2020 |
| 117 | Redundancy Update - 1 | 17/08/2020 |
| 118 | Not Used | - |
| 119 | Pay Award - 2021 | 01/12/2020 |
| 120 | 2020 Briefing Update | 01/01/2021 |
| 121 | Pensions Ballot | 08/01/2021 |
| 122 | Pension Scheme - Final Offer | 29/01/2021 |
| 123 | Pension Scheme - Summary | 04/04/2021 |
| 124 | General Briefing | 20/08/2021 |
| 125 | Pay 2022 - Submission | 29/11/2021 |
| 126 | Pay 2022 - Acceptance | 13/12/2021 |
| 127 | Pay 2023 - Submission | 10/10/2022 |
| 128 | Pay 2023 - Offer | 29/11/2023 |
| 129 | Pay 2023 - Ballot Result | 13/12/2022 |
| 130 | Compensation Scheme for Radiation Linked Disease (CSRLD) | 10/02/2023 |
| 131 | VINCI - European Works Council | 25/05/2023 |
| 132 | Pay & Grading | 19/05/2023 |
| 133 | VINCI - EWC - Update | 05/06/2023 |
| 134 | Pay and PRP | 01/11/2023 |
| 135 | Pay and PRP-1 | 30/11/2023 |
| 136 | Pay and PRP-2 | 08/01/2023 |
| 137 | Pay and PRP-3 – Ballot Results | 26/01/2024 |
| 138 | Member Recruitment | 05/08/2024 |
| 139 | Pay 2025 | 30/10/2024 |
| 140 | Pay 2025 – Final Offer | 10/12/2024 |
| 141 | Retirement | 08/01/2025 |
| 142 | Pay 2025-Ballot Result | 24/01/2025 |

APPENDIX 3 Index of Letters 2015-24

| Ref | Topic | Date |
|----------|--|------------|
| L01/2015 | Acceptance of Pay Offer 2015 | 02/02/2015 |
| L02/2015 | Equal Pay Audit | 12/02/2015 |
| L03/2015 | Pay Claim 2016 | 23/09/2015 |
| L04/2015 | End of Pension Consultation | 10/11/2015 |
| L01/2016 | Acceptance of Pay Offer 2015 | 01/02/2016 |
| L02/2016 | Spouses Pension for Defined Benefit members | 11/02/2016 |
| L03/2016 | Meeting with HR | 09/05/2016 |
| L04/2016 | Pay Claim 2017 – BPA & NPC Staff | 17/10/2017 |
| P1928/SH | Re: Pay Claim 2017 – BPA & NPC Staff | 28/10/2017 |
| L05/2016 | Pay Claim 2017 – Response to Company offer | 28/10/2017 |
| L01/2017 | Acceptance of Pay Offer 2017 | 23/01/2017 |
| L02/2017 | Collective Grievance - Staff in the Learning Zone of the Broadband Pay Agreement | Not sent |
| L03/2017 | Issues for discussion with HR following 2017 ADC | 23/03/2017 |
| L04/2017 | Broadband Pay Agreement 2017 | 07/09/2017 |
| L05/2017 | Pay Claim 2018 | 27/10/2017 |
| L01/2018 | Rejection of Pay Offer 2018 | 05/01/2018 |
| L02/2018 | Company Bonus Schemes and Sickness monitoring | 11/01/2018 |
| L03/2018 | CTUC Meeting - Pay Offer 2018 | 05/02/2018 |
| L04/2018 | Acceptance of Pay Offer 2018 | 19/03/2018 |
| L05/2018 | Pay and Grading Issues | 16/07/2018 |
| L06/2018 | Pay Claim 2019 – BPA & NPC Staff | 16/07/2018 |
| L07/2018 | Nuvia Consulting | 21/09/2018 |
| L08/2018 | Pay Claim 2019 - Negotiation | 19/10/2018 |
| - | Pay Claim – Company Proposal | 10/12/2018 |
| L01/2019 | Pay Claim 2019 – Counter Offer | 07/01/2019 |
| - | Pay Offer From the Company | 23/01/2019 |
| L02/2019 | Pay Claim 2019 – Acceptance | 14/02/2019 |
| L03/2019 | Motions Arising from the ADC 2019 | 16/05/2019 |
| L04/2019 | Starting Pay Levels | 18/10/2019 |
| L01/2020 | Furlough Proposal | 18/06/2020 |
| L01/2021 | Acceptance of Revised DC Pensions Proposal | 02/01/2021 |
| L02/2021 | Pay Claim 2021 - Submission | 08/10/2021 |
| L03/2021 | TUPE – Long Service Awards (e-mail) | 17/09/2021 |
| L04/2021 | Pay Claim 2021 – Acceptance (e-mail) | 13/12/2021 |
| L01/2022 | Pay Claim 2023 – Submission | 28/09/2022 |

Last Update; - 20/04/25 - Comments: Letters referenced with Lxx/1x are from union to company. The letters with other or no reference are from the company to unions.

Note;- formal comms also through Updates