



Key Delivery Partner Toolkit

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Introduction

This toolkit has been designed to act as a guide for PPP's Key Delivery Partners, packaging up important information and resources in one place to help support supply chain communications and arm our suppliers with the tools they need to share in telling the PPP story.



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What is Programme and Project Partners?

The Programme and Project Partners (PPP) model was mobilised in 2019 with the purpose of transforming major project delivery at the Sellafield nuclear site. The partnership brings together the best of KBR, Jacobs, Morgan Sindall Infrastructure, Altrad Babcock and Sellafield Ltd to deliver a 20-year pipeline of major infrastructure projects to support the decommissioning of Sellafield and to create a clean and safe environment for future generations.

The PPP approach is a first of its kind, developed with a heavy focus on collaborative working, to draw on the unique expertise brought from each partnering organisation. It is already helping to achieve significant 'firsts' for the nuclear industry.

It has been procured under a new Multi Project Procurement (MPP) model which encourages long-term collaboration throughout the supply chain, enhanced project delivery, and paves the way for greater economic and social impact in the West Cumbria region.

As part of its pioneering approach to project delivery and local impact, Programme and Project Partners is supporting relationships between those bidding to become key delivery partners and high performing small and medium-sized enterprises (SMEs) willing to invest in West Cumbria.

These SMEs plan to create additional jobs, recruit apprentices and invest to expand/create new facilities in the West Cumbria as a result of the work they do with their respective key delivery partners.

The role of PPP Communications

To date, the supply chain strategy has been focused on mobilising and harnessing the correct talent, experience and skills within the supply chain to work equitably and collaborating together to deliver the portfolio of major projects at Sellafield. This phase has seen the award of major long-term contracts and frameworks, onboarding our key delivery partners and now moving on to awarding long-term frameworks to local and SME businesses.

We're now moving into the next phase of the strategy which sees the story moving from mobilisation to operational, demonstrating the value of the model and leading the way as the first major nuclear infrastructure programme completing ahead of schedule and cost, with consistently high standards.



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This is where we need your help to support in telling this story, from the people making it happen on the ground. The PPP Comms Team is here to empower the supply chain and provide you with the tools you need to illustrate the new supply chain eco-system and what the future looks like – via powerful people and community orientated content, accessible and positioned to reach hearts and minds.

‘Boiler plate’ messages

The following short ‘boiler plate’ lines should be used when referring either to PPP (the programme) or our projects.

PPP

The Programme and Project Partners (PPP) at Sellafield brings together KBR, Jacobs, Morgan Sindall Infrastructure, Altrad Babcock, Sellafield Ltd as the client, and a wider supply chain to deliver a 20-year pipeline of major infrastructure projects.

The role of the PPP is to help to deliver this nationally significant infrastructure to the Sellafield site as quickly and safely as possible, by creating new facilities that allow Sellafield to treat, manage and store waste safely for decades to come.

Together, we are helping Sellafield to create a clean and safe environment for future generations, transforming major project delivery, and cementing a legacy as a leading infrastructure delivery programme.

Read our ambitious roadmap for the next five years at <https://www.gov.uk/government/publications/the-programme-and-project-partners-strategy-july-2023>.

SIXEP Continuity plant (SCP)

The SIXEP Continuity Plant, being delivered by the Programme and Project Partners (PPP) at Sellafield, will ensure the site’s existing Site Ion Exchange Effluent Plant (SIXEP) facility can continue its vital work for decades to come.

The newbuild SCP facility will play a vital part in Sellafield’s purpose to create a clean and safe environment for future generations. Once operational SCP will ensure the nuclear site will have continued availability to treat and makes safe the effluent created by risk reduction

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activities. It will act as the 'kidneys' of the site filtering out radioactive material before being safely discharged to sea.

Sellafield Product and Residue Store Retreatment Plant (SRP)

The Sellafield Product and Residue Store Retreatment Plant (SRP), being delivered by the Programme and Project Partners (PPP), will safely receive all special nuclear material packages from existing storage locations across the Sellafield site before retreating them into new 100-year packages for safe storage. The SRP facility will enable all special nuclear material to remain safe and secure in its store into the next century and beyond and therefore plays a key role in delivering Sellafield's purpose to create a clean and safe environment for future generations.

Replacement Analytical Project (RAP)

The Replacement Analytical Project (RAP), being delivered by the Programme and Project Partners (PPP), is modifying and refitting the National Nuclear Laboratory's Central Laboratory at Sellafield to provide continued analytical services to the site.

Sellafield's Analytical Services team supports almost every aspect of the site's operations. It was one of the first things done at Sellafield and is one of the largest such capabilities in the world. Without it, Sellafield Ltd cannot achieve its purpose to create a clean and safe environment for future generations.

Box Encapsulation Plant Product Store 2 (BEPPS2)

Sellafield's second Box Encapsulation Plant Product Store, being delivered by the Programme and Project Partners (PPP), supports Sellafield's mission to reduce the hazard associated with the storage of Intermediate Level Waste (ILW) within legacy facilities. The BEPPS2 facility will provide additional storage capacity for ILW packages arising from the site's retrievals and remediation programmes.

When operational, BEPPS2 will be an integral part of the existing Box Encapsulation Plant (BEP) facility and will be physically connected, via the BEP facility tunnel, to enable the import and export of ILW waste packages in the form of three metre cubed boxes or four-drum stillages. BEPPS2 will be physically similar to the site's existing Encapsulation Product Store 3 (EPS3), constructed in 2014, and will hold almost 7,500 packages when full.

Lightly Shielded Store 1 (LSS1)



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The Lightly Shielded Store facility, being delivered by the Programme and Project Partners (PPP) at Sellafield, will receive, handle and store low fissile contact handled intermediate level waste packages, containing both conditioned and unconditioned waste, for above ground interim storage pending the future availability of a Geological Disposal Facility (GDF).

Its storage area will have two vaults, each capable of storing a minimum of 2,000 packages. The import/export area will handle package movement into and from the storage area and any required services to support these operations. Each vault will be equipped with a vault crane to allow remote handling of the packages.

Sellafield project pipeline

Sellafield Ltd's future pipeline has 11 potential projects, set over a 20-year timeline. Programme and Project Partners (PPP) is already successfully delivering five major projects, but the majority of future pipeline projects are still in the very early study phase of their lifecycle. This means that a need has been identified which requires a solution, however, how the need will be addressed and by when is yet to be defined and requires further investigation.

The nature of the pipeline is therefore dynamic and, as studies mature, the potential solutions may change and be adapted. Also, as the programme matures the scope and estimates for each project, which for most was considered and determined some time ago, will likely change as well.

What does the immediate future look like?

As PPP moves into the fifth year of delivery the focus will be maintained on delivering successful outcomes on the:

- Sellafield Product and Residue Store Retreatment Plant (SRP)
- Site Ion Exchange Effluent Plant (SIXEP) Continuity Plant (SCP)
- Replacement Analytical Project (RAP)

While progressing the earlier stage projects of:

- the Box Encapsulation Plant Product Store (BEPPS2)
- Lightly Shielded Store (LSS1)

And preparing to transition three pipeline projects into PPP:

- SIXEP Waste Management Receipt Facility (SWMRF)





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- Special Nuclear Materials (SNM) Future Storage)
- Sludge Handling and Export Plant (SHEP)

Communications protocols

The Programme and Project Partners (PPP) has a communications policy and sign off procedure for content relating to PPP and Sellafield Ltd to support our Team PPP approach.

PPP and our four Lot Partners, KBR, Morgan Sindall Infrastructure, Jacobs and Altrad Babcock, plus Sellafield Client Team, work together to ensure consistent messaging as part of PPP.

Any content we create for external release, from press releases and photography to external website and social media posts, is agreed within the Communications and Stakeholder Engagement Team and then referred to Sellafield Ltd for feedback and approval.

PPP and SL approval also applies to external press releases and content relating to PPP at Sellafield created by our wider supply chain.

PPP Comms can help support suppliers to PPP (or other stakeholders) to advise on the best approach and get the relevant approvals for their PPP related content, and any authorisation that may be required from the Sellafield Media/Comms Team.

Any approach must first be discussed and agreed with PPP Comms before any activity begins.

Sign-off process

- PPP Comms collaborates with **supply chain team and suppliers** to gather facts and information.
 - The approach will then be agreed, and PPP Comms will advise on next steps – press release, media interviews/event, social media post etc.
 - Any content created by PPP Comms will be sent for approval to PPP / Supply Chain Subject Matter Expert leads.
 - Supplier can create their own content as per agreed approach, this must be sent to PPP Comms to review.
 - PPP Comms issues all content to Client Team Sellafield Ltd for visibility.
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- PPP Comms issues final content to Sellafield External Comms Team for review.
- SL Comms Team to inform/seek approval of PPP related press releases from SL and NDA as required.
- Approval back from SL Comms to PPP Comms
- Schedule developed for adding content to GOV.UK (if appropriate), LinkedIn and timeline of announcement provided to stakeholders.
- Supplier informed of final press release versions and SL distribution and publication schedule so this can be agreed / followed.

If you need any further information and support, please contact PPP Communications.

For supply chain press release / content approval please contact ursula.hutchinson@sl-ppp.co.uk

Social media guidelines

We are keen to encourage our suppliers to share their news and achievements across their social media channels. This could be news of events and trade shows you have attended, media interviews, press releases, social impact initiatives you've taken part in, new hires/apprentices/graduates on to projects, success stories etc.

We do not expect all posts to be signed off by the PPP Comms team, however, please do feel free to reach out for guidance or support whenever needed.

We've collated some top tips for creating good, engaging posts:

Do

- Include the relevant information first to hook in followers.
 - Use short, succinct key messages provided with a clear call to action e.g., to drive people to a website 'Go to [www...](#) to find out more'.
 - Keep the tone of voice positive and use clear easy to understand language, it can be informal and chatty but do keep it professional.
 - Include high quality images within your posts to increase visibility and bring the story to life, ideally one good quality image.
 - Mix up your content with different multimedia, such as videos and links to other sources as this will increase interaction with your post.
 - Include relevant hashtags to increase engagement and ensure your posts reach a larger audience, make sure to include #TeamPPP.
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- Make sure to tag @Programme and Project Partners (PPP) in any posts added to LinkedIn, along with @Sellafield Ltd where relevant.
- Share and engage with posts from PPP and Sellafield Ltd and do alert us to your posts and we will ensure to do the same.
- Engage with comments made on your posts by followers to keep the conversation going.
- Post at peak times when most people are online - first thing in a morning, lunchtime and between 8pm - 10pm at night will typically give you better organic reach. See **[LinkedIn scheduling guidance here](#)**.
- Encourage colleagues and your organisation's account to like, comment and share any posts.

Don't

- Take any of your own photographs on Sellafield/PPP sites or include any building numbers in photographs.
 - Use any imagery from Sellafield/PPP sites unless it has been approved by the PPP/SL Comms team.
 - Include any sensitive information that has not been approved for external/public use.
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William King • 2nd
WILLIAM KING CONSTRUCTION
3mo • Edited • 1

During our successful diversification from domestic construction and building into masonry and fit out works in the nuclear industry, we have gained an invaluable 7 years learning from experience which will allow us to contribute fully to the high hazard reduction programme.

The extreme, warranted, levels of quality, safety and professionalism required to carry out work in this environment is world leading.

We are committed to developing new talent for the most longstanding and traditional skill set of bricklaying and developing this old skill, with a highly regulated approach to build engineered to precision structures.

We're taking Masonry into the future.

#Construction #Work #Learning #Experience #Environment #Future #Safety #Building #Quality #Talent

Energy Coast UTC
Monica Costelloe
Britain's Energy Coast Business Cluster
National Federation of Builders (NFB)
Altrad UK, Ireland & Nordics
Altrad Babcock
Programme and Project Partners (PPP)



Morgan Sindall Infrastructure
29,228 followers
1mo • Edited • 1

The **Programme and Project Partners (PPP)** at Sellafield has set its strategy for the next five years.

The strategy contains an overview of PPP's purpose and ambitious roadmap as the partnership continues to support Sellafield.

Bringing together **Morgan Sindall Infrastructure, Sellafield Ltd**, three respective partners and a wider supply chain, the PPP model is creating the skills and capacity to deliver a 20-year pipeline of complex and major infrastructure projects to provide a clean and safe environment for future generations.

Read the full story and the strategy on our website: https://lnkd.in/e/md_zX

#ResponsibleBusiness #ImprovingtheEnvironment #EnhancingCommunities #SupplyChain #Sellafield #Nuclear #SocialValue #MakingADifference #Sustainability



William King • 2nd
WILLIAM KING CONSTRUCTION
3mo • Edited • 1

We were delighted to feature in this month's **in-cumbria** magazine. We have been working hard over the years, so to get a call from Cumbria's leading publication was pretty cool.

We wouldn't be where we are without all the fantastic hardworking West Cumbrian lads and lasses we have had the pleasure of working with over the years, some still with us and some moved on to bigger and better things.

Even with some all over the world!

We're looking forward to the coming years with our ever growing stable of young apprentices coming through **Monica Costelloe** and the **CITB**. Our new relationship with the **Energy Coast UTC** helping forge construction skills into year 10 & 11 students and new relationships being formed in the Nuclear supply chain facilitated by the team at **Britain's Energy Coast Business Cluster** and with the help of **Solomons Europe - Chartered Quantity Surveyors** being part of the **Programme and Project Partners (PPP)** wider team of SME's.



Stephen Hodgson • 2nd
Operations Director at Morgan Sindall Infrastructure
2mo • Edited • 1

Busy last few weeks:

- ✓ Workshop to drive reductions in schedule and cost into our baseline
- ✓ Shortlisted (but didn't win) Outstanding team of the year across the NDA Estate
- ✓ Milestone birthday (let's not talk about it)
- ✓ Attending the Construction News Awards night with our client **Sellafield Ltd**

Programme and Project Partners (PPP)
Morgan Sindall Infrastructure



Bendalls Engineering • 2nd
Engineering a Sustainable Future
1w • Edited • 1

Busy day of load testing two SCP tanks that we're manufacturing for **Programme and Project Partners (PPP)** as part of the **SIXEP** project yesterday!

Firstly, a Backwash Tank at 11m long with a 4.3 diameter, weighing 19000kg, followed by a Carb Tower Sump at 8m long with a 3.7m diameter, weighing 15000kg.

Dan Hill from **Sellafield Ltd** joined, alongside project manager **Ben Carter** with various members from the manufacturing team.

Both vessels passed. The next stage is Hydro testing then onto final inspection before delivery to site at the end of September.



Carl Wales • 3rd+
Head of SHE at Seddon & PAPYRUS Volunteer
1mo • Edited • 1

A lovely few days at Sellafield this week talking about **PAPYRUS Prevention of Young Suicide** and the work we are doing at **Seddon** to support a suicide safer construction community. A huge thank you to **Sellafield Ltd** and **Programme and Project Partners (PPP)** teams for their support in promoting suicide prevention.

Great attendance at the sessions, thanks to the commitment of all involved at **KBR, Inc.**, **Jacobs**, **Morgan Sindall Infrastructure**, **ALTRAD**, **Kier Group**, **Balfour Beatty plc**, **Severfield**, **Careys Costain Group PLC**, **Mammoet** (Apologies if I have missed anyone) and thank you to every individual that took the time out of their working day to attend.

Already hearing some of the great things people are doing to support suicide safer communities. Keep up the good work and keep the conversation going.

#rippleofhope
#suicideprevention
#constructionindustry



Branding guidelines

PPP and SL guidance also applies to any use of brand identity materials and logos. To view our comprehensive brand guidelines please contact us and we will be able to share this with you.



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Email signatures

There have been requests by KDPs to include the PPP branding on email signatures to show that they are a part of the wider PPP team. We have created a version of the logo that can be used to demonstrate PPP branding for email signatures, please note this must sit separately to supplier logos.



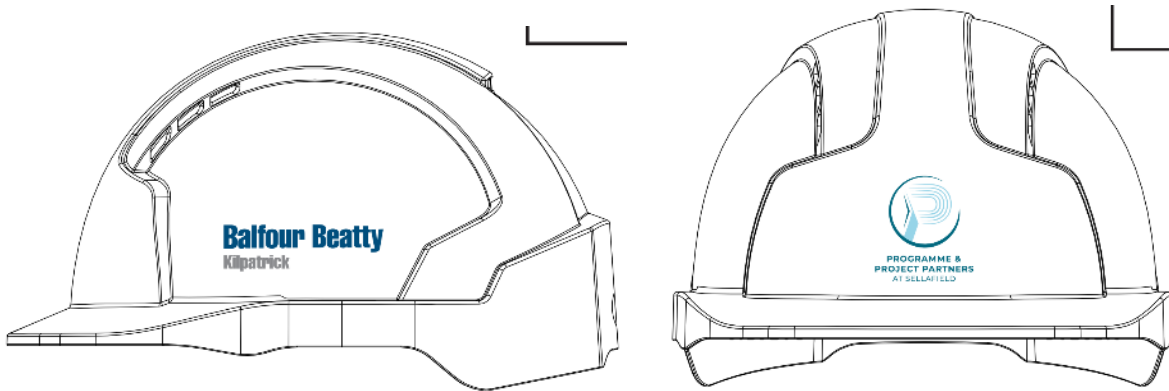
Joint branded PPE

We understand there is also an appetite for jointly branded Personal Protective Equipment (PPE), that displays the PPP logo and the separate logo for the supplier company. Logos can be used in this way by KDPs, however it is important to note that both logos cannot sit directly next to each other, as demonstrated in our brand guidelines.

Please see example of acceptable positioning of logos below:



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If in doubt about any proposals for application or use of these materials, please refer back to the PPP Communications team.

Stay up-to-date

The PPP Communications team utilising a variety of channels to keep our suppliers and supply chain up to date on the latest news and updates, and opportunities where they can get involved and provide further support. These include:

- The PPP Update - this is circulated to our distribution list every Thursday afternoon and contains the most up-to-date news to come from the programme. If you do not yet receive the update and would like to, please contact communications@sl-ppp.co.uk.
- The Social Impact newsletter - this is distributed to key contacts within our supply chain and demonstrates the successes and opportunities to volunteer to engage with our social impact initiatives.
- Swimming with the Big Fish SME Matchmaker Service - this is issued to our database of SMEs and stakeholders, delivered by Solomans Europe. It details key information and the latest information with regards to the Matchmaker Service, including news updates and opportunities within the programme.

Communications Contact Points



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Ursula Hutchinson – PPP Communications Business Partner - Ursula.hutchinson@sl-ppp.co.uk

Clare Wilson – PPP Communications Business Partner - clare.wilson@sl-ppp.co.uk