

WATER HUB CLIENT PRODUCT GROUP MEETING

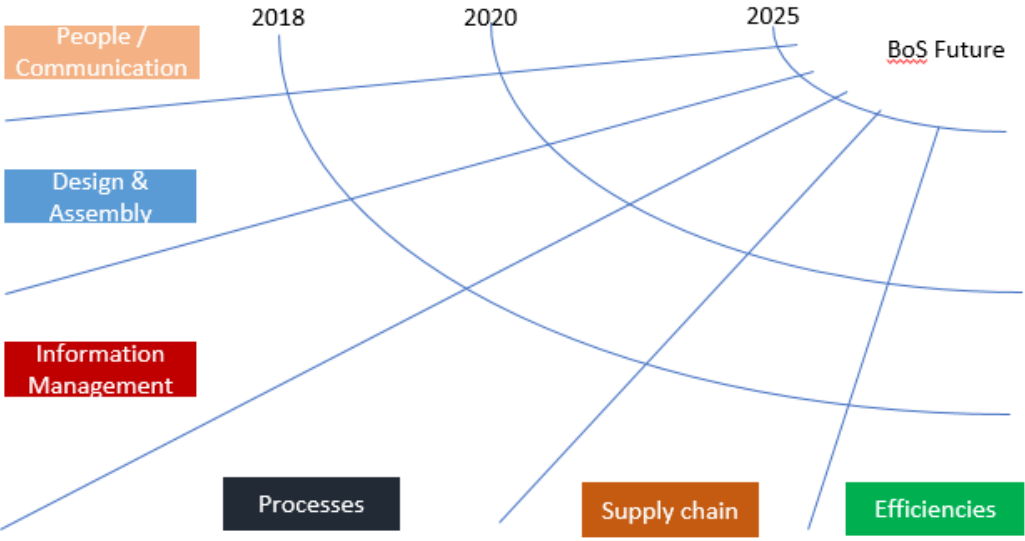
Date: Wednesday 24th May 2017, 9.30am – 4.30pm

Invitees:

Jon Rains (Chair)	(JR)	Buildoffsite (MottMacDonald)	
Lindsey Taylor	(LT)	Anglian Water	
John Browne	(JB)	United Utilities	
Derek Keeling	(DK)	Welsh Water	
Moray Cotter	(MC)	Thames Water	<i>New Attendee</i>
Jo Anderson	(JA)	Buildoffsite	<i>New Attendee</i>
Chris Peel	(CP)	Anglian Water	<i>New Attendee</i>
Iain MacDonald	(IM)	Scottish Water	
Pragni Parmar	(PP)	Southern Water	
Dan Jefferson	(DJ)	Yorkshire Water	<i>Stand in for Steve Wright</i>
Amie Ladyman	(AL)	Anglian Water	<i>Guest Speaker</i>
<i>Adrian Cross</i>	<i>(AC)</i>	<i>Northumbrian Water</i>	<i>Apologies</i>
<i>James Ogden</i>	<i>(JO)</i>	<i>Southern Water</i>	<i>Apologies</i>
<i>Richard McGinley</i>	<i>(RM)</i>	<i>Severn Trent</i>	<i>Apologies</i>

Agenda Item		Actions
1.	<p>Welcome & Introductions</p> <p>JR introduced himself as Chair of the group and thanked everyone for attending.</p> <p>Apologies were noted as above.</p>	
2.	<p>Front of Mind</p> <p>The attendees reviewed the status of their businesses with typical themes as:</p> <ul style="list-style-type: none"> • Currently reviewing the strategy and communication of Standard Products to improve the programme • Offsite going better than last month • Launching new product catalogue • Sharing between water companies to from commonality • Balancing safety and cost • Supply chain BIM capability limited • Taking softer approach to awareness / training / presenting • Getting up to speed in new role and less mature than other companies • Challenges on cost of Standard Products from designers/contractors • Looking to AMP7 efficiencies • We need a roadmap <p>Agree to hold conference call to progress the Emergency shower SP</p> <p>Would be useful to share org charts of Bos / SP teams – bring to next meeting</p> <p>Project 13 is relevant to this group.</p>	<p>DK</p> <p>All</p>

Agenda Item		Actions
3.	<p>Outstanding actions</p> <ol style="list-style-type: none"> 1. Ask all for their CEO/blocker/higher management contacts for the project 13 event – JR to liaise with BoS to follow up. 2. Buildoffsite to look into options for confidential and neutral file sharing platform – Testing the BoS website for storage – First file upload started 3. Options for communicating via social media for quick enquiries – set up group on appropriate platform (e.g. WhatsApp) – some done but need others to join group 4. Send LT asset standards they already have – need more for complete set 5. Create visualisation for standardised product – look at LT’s visualisations – outstanding 6. Highlight gaps in kiosk specifications – HK done need to chased others 7. Review DK’s emergency shower specifications document to create agreed specification (this will then be reviewed to see how it will be followed up; documents on the share file site) 	<p>JR</p> <p>JR</p> <p>SH</p> <p>ALL</p> <p>ALL</p> <p>JR</p> <p>JR</p>
4.	<p>Water company standards</p> <p>Amie Ladyman gave an excellent presentation of the Water Company Standards spreadsheet showing the comparison. The main conclusions being</p> <ul style="list-style-type: none"> • The document are not easy to compare • There are synergies available • This will help form the bases of a common approach <p>ACTIONS: AL to develop further in line with suggestions from the meeting and issue to the group by 16/06/17.</p>	<p>AL</p>
5.	<p>A shared Roadmap of Aspirations</p> <p>Water Hub Vision – “Transformation in delivery through offsite, manufacturing and standard products through a common approach to achieve water industry wide efficiencies.”</p> <p>We need to incorporate the updated vision from the client meeting.</p> <p>Need a common approach to how we request proposals for new Standard Products.</p> <p>The roadmap diagram below is proposed to set out our plans:</p>	<p>JR</p>

Agenda Item		Actions
	<p><u>BoS Water roadmap – Transforming Delivery</u></p> 	
6.	<p>The good, the bad and the ugly</p> <p>It was agreed that this item should be deferred owing to time constraints.</p>	
7.	<p>Terminology - with reference to the BoS Glossary 2003</p> <p>We agreed terminology is important to progress the vision (even though it's not that exciting). The following definitions are proposed:</p> <p>Offsite – A delivery process that traditionally is undertaken on site into a more controlled (factory-type) environment.</p> <p>Standard Product – An asset, assembly, sub-assembly, component or part inclusive of supporting information which is designed once and used many times. (Maybe just Assembly, Subassembly ?????)</p> <p>Drawing from best practice there a five levels of Standard Product based upon an asset hierarchy:</p> <ul style="list-style-type: none"> • Asset – Several assemblies incorporated to perform a multi-function • Assembly – Several subassemblies incorporated to perform a function • Sub-assembly - Several incorporated components • Component - Several incorporated parts • Part – A single manufactured element <p>Check with BIM4Water for definitions and for commonality. Possibly check existing standards.</p> <p>Standard Products Maturity levels (Develop at next meeting)</p> <p>Level 1 – Idea</p> <p>Level 2 – Proven Example</p>	<p>JR</p> <p>JR</p>

Agenda Item		Actions
	Level 3 – Standard Design / Minimum Asset Standard Level 4 – Standard Product available from the supply chain Useful ISO document on how to write standards	
8.	Bonus items (if time allows) It was agreed that these items should be deferred owing to time constraints.	
9.	AOB None	

JA/JR
08/06/17

Circulation:

Invitees

2017/8 Client Product Group Conference Calls

- Tuesday 25th July 2017
- Wednesday 25th October 2017
- Wednesday 24th January 2018

Time: 9am-10am
Tel: 0330 606 0182
Access Code: 248717#

2017 Client Product Group Meetings

Wednesday 30th August, 9.30am – 4.30pm, United Utilities, Warrington

Wednesday 29th November, 9.30am – 4.30pm, Scottish Water, Glasgow