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**WATER HUB CLIENT PRODUCT GROUP Quarterly meeting**

**Date**: Wednesday 30th August 2017

**Time:** 09:30 – 16:30

**Venue:** United Utilities: Thirlmere House, Lingley Mere Business Park, Great Sankey,

Warrington, Cheshire, WA5 3LP

**(NB Please read the visitor briefing pack before arriving at the venue)**

**AGENDA**

| **Item** | **Timing** | **Subject** | **Lead** |
| --- | --- | --- | --- |
|  | 09:30 – 09:35 | Welcome & Introductions | JR |
|  | 09:35 – 09:40 | Competitions Act Agreement\* | JR |
|  | 09:40 – 09:50 | Minutes and actions of previous meetings | JR |
|  | 09:50 -10:15 | Front of Mind:   * BoS Membership & relationship with CIRIA   *Short summary for each person and an opportunity for others to listen.* | JR |
|  | 10:15 – 11:15 | Water Company Standards:   * Refresh of Aimee Ladyman Presentation   *Aligning water company standards and specifications* | JR |
|  | 11:15 – 11:25 | BREAK |  |
|  | 11:25 – 12:25 | [Offsite School presentation](https://www.supplychainschool.co.uk/uk/offsite/construction/default.aspx) | JB |
|  | 12:25 – 13:00 | LUNCH |  |
|  | 13:00 – 14:00 | Roadmap and Projects (Papers on website):   * Design only option to be discussed   *Developing a collective vision diagram for the group (network, message, communication, knowledge)* | JR |
|  | 14:00 – 14:30 | Presentation of “Configurator” by David marsh of Laing O’Rourke | DM |
|  | 14:30 – 15:00 | Roadmap & Projects (Continued) | JR |
|  | 15:00 – 15:15 | BREAK |  |
|  | 15:15 – 16:00 | Terminology   * Starter for 10 - Module/Super module   *Building our Water Hub lexicon of terms to ensure clear communication (i.e. Network / System / Asset / Assembly / component)* | JR |
|  | 16:00 – 16:30 | Wrap up & AOB | JR |

\* Competitions Act agreement – members & guests participating in this meeting certify that they will not at any time whilst on the call engage in any form of anti-competitive practices including exchanges of price information. In addition, exchange of other financial or sales information is prohibited where, for example, it is possible to disaggregate information to identify participants.

**INVITEES:**

**Jon Rains – Mott Macdonald (Chair)**

Chris Peel – Anglian Water (Apols)

Derek Keeling – Welsh Water

Moray Cotter – Thames Water (Apols)

Iain MacDonald – Scottish Water

Sharon Hamilton – Scottish Water

John Browne – United Utilities

Stephen Wright – Yorkshire Water

Adrian Cross – Northumbrian Water

James Ogden – Southern Water

Martin Vickers – South Staffs Water (Apols)

Jack McCarey – South West Water

Charlotte Davidson (or Richard McGinley) – Severn Trent (Apols from Charlotte)

**Guests:**

Representative from Offsite Supply School

David Marsh – Laing O’Rourke