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**WATER HUB Leads MONTHLY CONFERENCE CALL**

**Date**: Friday 11th August 2017, 08:30 – 09:30

**Time:** 08:30 – 09:30

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| **Attendees:** |  |  | |  | |
| **Jon Rains (Chair)** | **(JR)** | | **Buildoffsite** | |  |
| John Browne | (JB) | | United Utilities | |  |
| Steve Hough | (SH) | | Balfour Beatty | |  |
| *Jamie Johnson* | *(JJ)* | | *Bryden Wood* | | *Apologies* |
| *Steve Fozard* | *(SF)* | | *Costain* | | *Apologies* |
| David Marsh | (DM) | | Laing O’Rourke | |  |
| Gavin Stonard | (GS) | | Nomenca | |  |
| Stephen Wright | (SW) | | Yorkshire Water | |  |
| *Chris Peel* | *(CP)* | | *Anglian Water* | | *Apologies* |
| Louise Smith (Notes & Actions) | (LS) | | Buildoffsite | |  |
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| **Agenda Item** |  | **Actions** |
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|  | **Welcome & Introductions**  Attendees introduced themselves. JR thanked everyone for participating in the call.  Apologies were noted as above. |  |
|  | **Competitions Act Agreement**  Competitions Act Agreement was accepted by all. |  |
|  | **Actions From Previous Meetings:**  The minutes of the Water Hub Leads Conference Call on 21st July 2017 were agreed as accurate.  Actions from the previous meeting were reviewed and updated (see attached action log) |  |
|  | **Update on Recent Activities and Roadmap Projects** |  |
| 4.1 | **Updates from Leads**   * **Laing O’Rourke:**   + Are developing the “Configurator” and the MCC Software standard product – will arrange a handover to UU for potential use on Blackburn project.   + Happy to share lessons learned from Davyhulme.   + Will host 8th September conference call at Davyhulme as it was not possible for the group to attend Davyhulme today. * **United Utilities:**   + Have been working on how they track products.   + There is to be a merger between The Offsite Construction School and The Sustainability School. **Possible presentation on this at the Client Group meeting on 30th August** * **Yorkshire Water:**    + Continuing the move from relatively small-scale products to wider off-site   + Have a couple of projects in the pipeline relating to digital products and virtual engineering.   + Leeds University may be working on a project to bring digital products into the offsite build industry. * **Nomenca:**   + Continuation of last month’s activities.   + Looking at end to end processes   + Visited a panel manufacturing factory   + **Working to choose a site for BoS event in November** | **DM**  **JB**  **GS** |
| 4.2 | **Roadmap**  JR apologised that we had been unable to arrange a Skype call for this date. Future calls will take place via Skype to allow sharing of screens/documents.  JR has updated the roadmap to put Standard Products at the centre and added the projects and owners. The objective is to produce a one-page scoping document for each project by the end of September. Ideally there will be a team of 5 people working on this (Client-Supplier-Contractor-Consultant). **JR asked the group to suggest volunteers to assist.**   1. **Communications Strategy:**   JB has started an outline strawman and is keeping it simple. **JB to send out to the wider group by 25/08/17.**   1. **Information Management:**   BIM4Water have developed a terminology and will share with us.   1. **Future Product Programme Alignment:**   JR/GS have agreed the approach to take to identify products in AMP7. The next step is to draft the scope. The intention is to review SR27/AMP7 programmes at high level and analyse gaps between existing products and AMP7 requirements. Possibly “standardise” the Standard Products across multiple companies.  There was a discussion regarding the sensitivity around getting data for the programme as it is commercially sensitive; this needs to be addressed early on.   * + It may be better to ask for specific data relating to common programmes/trends.   + Top down approach to be taken until water companies are able to share more information.   + Need to temper expectations.   + Benefit is that everyone wants to understand trends.   + Approach should be there are efficiencies to be had across the UK. Use proven business cases e.g, Scottish water and projects such as Davyhulme.  1. **Existing Product Examples:**   DM is working on pulling together the items people are developing from the list issued by JR a few weeks ago and **will meet with JB to review them.** There is a need to be clear on what is required before broadening out to the wider group.  DM will liaise with GS to cover overlapping issues. **DM/GS to liaise offline. JR to add linkages to projects when one pagers are received.**   1. **Business Case:**   JR updated. He has spoken with SF and there are two types of business case:   * Buildoffsite membership * Standard products,   **More examples would be welcomed by Steve – please send to him.**    **SF to write the scopes**   1. **Mapping:**   JR advised that this is a mapping exercise of the supply chain.  Pragni Parmar from Southern Water has also requested a supplier directory/register/catalogue of suppliers in the Off-site water industry. **LS to liaise with Pragni to send out note to the group**  SW advised that Yorkshire Water are also planning to do this.   1. **Efficiencies:**   JR explained briefly that there is a need to baseline efficiencies and that this ties into the Business Case Workstream. | **ALL**  **JB**  **DM**  **DM**  **JR**  **ALL**  **SF**  **LS** |
|  | **Future Events**   1. **Director Level Conference:**   The group discussed the aspiration to hold a Conference at Director Level in Spring/Early Summer 2018 to get across the efficiency and business case for off-site construction. Possible link with Project 13/I3P. **JB to add to the comms plan**.   1. **Offsite Construction Show (OSCS):**   JR requested support for the event and this was offered by SW/JB.  Client organisation, contractors/suppliers should also be involved - **GS/DM to find a “volunteer”**  The need to involve supplier was discussed:   * **DM to approach Lloyd Morris (LME), Lintott,** * **SW to invite with Ross-Shire.**   **Outstanding action for LS to find out what else in going on in arena at same time as OSCS**   1. **Project 13 Event:** JR to update on Project 13 event. | **JB**  **GS/DM**  **DM**  **SW**  **LS**  **JR** |
|  | **AOB**  **Future calls to be organised via Skype**  **JR to invite MWH & Arup reps**  LS requested that the group think about case studies copy for the BoS website and Autumn Newsletter (which will be distributed at the OSCS.) | **JR/LS**  **JR**  **ALL** |

LS: 18/08/17

Encs. Water Hub Action Log

**Circulation:**

Invitees/BoS Website

**Upcoming Water Hub Leads Conference Calls**

* Friday 8th September 2017 (Face to Face on site at Davyhulme)
* Friday 13th October
* Friday 10th November
* Friday 8th December

Time: 08:30 – 09:30

Tel: JR’s Skype account – will send invitations