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**WATER HUB CLIENT PRODUCT GROUP CONFERENCE CALL**

**Date**: Wednesday 25th October 2017

**Time:** 09:30 – 11:30

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| **Invitees:** |  |  |  |
| **Jon Rains (Chair)** | **(JR)** | **Buildoffsite (MottMacDonald)** |  |
| John Browne | (JB) | United Utilities |  |
| Derek Keeling | (DK) | Welsh Water | 09:30 – 10:30 |
| Mark Froggatt | (MF) | Anglian Water |  |
| Iain MacDonald | (IM) | Scottish Water | 09:30 – 10:00 |
| Charlotte Davidson | (SD) | Severn Trent | 09:30 – 10:30 |
| Jack McCarey | (JM) | South West Water |  |
| *Moray Cotter* | *(MC)* | *Thames Water* | *Apologies* |
| *Chris Peel* | *(CP)* | *Anglian Water* | *Apologies* |
| *Stephen Wright* | *(SW)* | *Yorkshire Water* | *Apologies* |
| *Frederic Aujoux* | *(FA)* | *Northumbrian Water* | *Apologies* |
| *Martin Vickers* | *(MV)* | *South Staffs Water* | *Apologies* |
| Louise Smith (Notes & Actions) | (LS) | Buildoffsite |  |

| **Agenda Item** |  | **Actions** |
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|  | **Welcome & Introductions**  JR welcomed the group and thanked them for attending. Apologies were noted as above.  Participants then introduced themselves and gave a brief overview of their roles and interests:  **Scottish Water:** Iain MacDonald is the Technical Leader for Scottish Water’s approach, development and implementation of standard products  **Anglian-One Alliance:** Mark Frogatt is the Head of Engineering at One Alliance, but his home company is MWH. He has a background manufacturing and is passionate about DfMA  **Welsh Water:** Derek Keeling looks after standard products for Welsh Water.  **Severn Trent:** Charlotte Davidson is responsible for the Standard Products portfolio; she is currently in the learning phase; and needs to understand where the group has got to and where they are going.  **United Utilities:** John Browne is the DfMA Programme Manager.  **South West Water:** Jack McCarey is responsible for civil engineering and liaising with procurement. |  |
|  | **Competition Acts Agreement**  Competitions Act Agreement was accepted by all. |  |
|  | **Minutes and Actions from Previous Meeting**  The minutes of the Client Product Group Meeting at Warrington on 30th August 2017 were reviewed and agreed. The actions were reviewed; the log was updated accordingly and is attached as a separate document. |  |
|  | **Front of Mind**  **Scottish Water:**  Venue for November “in-person” has been confirmed:   * Meeting request and draft agenda have been sent out * Best way to the venue in Stepps is a taxi either from Central Glasgow or directly from the airport.   There is a lot going on with the Water Hub and IM is still catching up with everything.   * Interested in the experience of others in introducing standard products * Wants to get more involved in some of the detail. * Would like to put himself forward to take more of a pro-active role.   Currently working on:   * Scottish Water’s experience of products being designed and built and lessons learned across a range of products. * Enhancing products to meet supply chain (should there be more to this?)   **JR to call IM prior to meeting on 29th November**  **Anglian-One Alliance:**  Anglian have a fairly established and mature approach to product design and development and have on-line catalogue of approx. 120 products.  Work 80/20 rule may not develop a standard product for a given application.  The “cultural” element of traditional methodology is one of the biggest challenges and they are keen to educate people in the industry.  MF emphasises freeing up time to manage interfaces as one of the benefits of Standard products.  **Severn Trent:**  Have a number of standard products on site at present. Challenges are embedding them in the systems and getting supply chain partners to work together – there is push back from Tier 1 contractors on mandated standard products.  Now focussing on doing a critical review of products on site.  **JR to call CD to update on water hub activities and approach**  **United Utilities:**  Challenges in developing high level products; there is push back from Tier 1 contractors around the use standard products, even when they have been jointly developed.  Keen to have industry backing for definition of Standard Products.  Speaking at the OCS event on “How to Drive DfMA Within the Water Sector” in Coventry on 30th October. Support would be welcome.  **Welsh Water:**  Agreed that the cultural element is a challenge. People want to engineer a product rather than use a standard product.  Agree with the others on cultural issues.  Would like to bottom out standard product maturity levels as they are looking at relaunching/re-categorising some products and want to do this with the agreed maturity levels.  **JR to send out maturity and hierarchy diagram**  **South West Water:**  JM is still in learning mode but is finding the group useful and is keen to find out about standard products and is trying to gather support for them in SW Water.  **ALL**  There was a general discussion around the reasons for Tier 1 contractors not using standard products. Possibilities discussed were:   * Risk * Ignorance of products * Commercial gains for contractors by using their own products * Local management – National contractors use standard products in some geographical areas, but not in others | **JR**  **JR**  **JR** |
|  | **Water Company Standards**  **JR to has spoken to CP and will speak to MF offline.** | **JR/MF** |
|  | **Roadmap & Projects**  There was a discussion around what projects the group should focus on at the in-person meeting in Glasgow on 29th November.  It was agreed that the focus should be on People including communication, adoption of Standard Products and cultural change), Information Management (particularly terminology) and Efficiencies.  MF suggested adding sustainability to roadmap, possibly as part of the efficiencies workstream. Sustainability could form part of the costing aspect of Standard Products by taking into account asset life, circular economy, re-use and scrap value.  There was a discussion around a proposal that a named member of the Client Group could act as a sponsor for each project and form a sub group of client, contractor, and consultant to deliver the project outcomes. **JR to draft proposal and circulate**  **Terminology:**  It was agreed that this is very important. It would be useful to have a glossary/lexicon of specific water industry terms to send out. It was noted that there is already a [Glossary](https://www.buildoffsite.com/content/uploads/2015/03/BoS-Glossary-of-terms-2013-web.pdf) available on the Buildoffsite website which could be used as a basis for this. | **JR** |
|  | **Upcoming Events**  JR is continuing to chase Nomenca and Costain re. dates for visits to their sites.  MF advised that Anglian are currently constructing a large filtration plant in the NE of and also have a sewage application which is the largest filter plant in UK (possibly Europe). Both of these are suitable for site visits. **JR to discuss with MF offline.** | **JR/MF** |
|  | **AOB**  MF is pleased to be back in the group  JM would like to have access to BoS Website.  **JR to call JM to talk him through the BoS Website**  JR advised that the Water Hub seminar at the Off Site Construction Show had not been particularly well attended, but useful contacts had been made with the Environment Agency and Northumbrian Water.  JR requested that the group let him know if they have any agenda items for the meeting in Glasgow on 29th November. | **JR/JM** |

LS 25/10/17

**Circulation:** Invitees, Website

**Encs:**  Actions Log

**2017/8 Client Product Group Conference Calls**

* Wednesday 24th January 2018

**Time: 09:30 – 11:30 am**

Skype details to be advised

**2017 Client Product Group Meetings**

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

**2018 Client Product Group Meetings**

Dates to be confirmed but venues to include Southern Water, Anglian Water and Welsh Water