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**WATER HUB CLIENT PRODUCT GROUP Quarterly meeting**

**Date**: Wednesday 29th November 2017

**Time:** 09:30 – 16:30

**Venue:** Scottish Water, Lomond Suite 4, Buchanan Gate Business Park, Cumbernauld Road, Stepps G33 6FB

**AGENDA**

| **Item** | **Timing** | **Subject** | **Lead** |
| --- | --- | --- | --- |
|  | 09:30 – 09:35 | Welcome & Introductions*Including one team working across the client group/supply chain* | JR |
|  | 09:35 – 09:40 | Competitions Act Agreement\* | JR |
|  | 09:40 – 09:50 | Actions from previous meetings | JR |
|  | 09:50 -10:30 | Front of Mind*Short summary for each person and an opportunity for others to listen.* | ALL |
|  | 10:30 – 12:00 | Roadmap and Projects: Client Ownership:*Developing a collective vision diagram for the group (network, message, communication, knowledge)* | JR |
|  | 12:00- 12:30 | LUNCH |  |
|  | 12:30 – 12:45 | Anglian Water: time-lapse video of a build off site/industrialised construction | MF |
|  | 12:45 – 13:45 | BIM 4 Water: | JM |
|  | 13:45 – 14:45 | Water Company Standards:*Aligning water company standards and specifications* | JR |
|  | 14:45 – 15:00  | BREAK |  |
|  | 15:00 – 16:00 | Communication & Terminology*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)**

Mark Froggatt – Anglian Water

Derek Keeling – Welsh Water

TBC – Thames Water

Iain MacDonald – Scottish Water

Sharon Hamilton – Scottish Water

John Browne – United Utilities

Stephen Wright – Yorkshire Water

Frederic Aujoux – Northumbrian Water

Martin Vickers – South Staffs Water

Jack McCarey – South West Water

Charlotte Davidson – Severn Trent

Ian Corder – Environment Agency

**Guests:**

Jamie Mills – Xylem