

### Academic Members Meeting/Audio Conference – 5<sup>th</sup> November 2014 – 11.00 hours

Present:	
<b>Dr Kemi Adeyeye</b>	University of Brighton – WATEF Network
<b>Suzy Armsden</b>	University of Brighton – WATEF Network
<b>Dani Jordan</b>	Waterwise
<b>Professor Sue Charlesworth</b>	Coventry University
<b>Dr Katherine Hyde</b>	University of Reading
<b>Dr Eleni Tracada</b>	University of Derby
<b>Dr Heather Smith (comments by e-mail)</b>	Cranfield University
Apologies:	
<b>Dr Beatrice Smyth</b>	Queens University Belfast
<b>Dr Fayyaz Memon</b>	University of Exeter
<b>Adbullahi Ahmed</b>	Coventry University
<b>Siraj Tahir</b>	Arup/UCL
<b>Dr Sarah Bell</b>	UCL
<b>James Ebdon</b>	University of Brighton
<b>Lynne Jack</b>	Heriot Watt University
<b>Ikenna Ajero</b>	Heriot Watt University
<b>Kimberly Bryan</b>	University of Exeter

- Meeting began with Kemi Adeyeye outlining purpose of meeting and agenda points to be discussed
- Participants introduced themselves: Professor Sue Charleworth's main interests are SUDS (Sustainable Urban Drainage) and water efficiency at the building scale, rainwater harvesting, grey water recycling; Dani Jordan works for Waterwise, interested in water efficiency; Kemi Adeyeye – lead of WATEF network; Katherine Hyde interested in grey water recycling, sustainable building; water reuse for WC flushing, green roofs has recently undertaken study of student accommodation; Eleni Tracadi interested in sustainability, how people view their use of water both in urban spaces and also private homes; Suzy Armsden Network Administrator for WATEF network.
- Kemi thanks to everyone for attending the meeting
- Agenda items: ideas for this years' network programme ; the setting up of Technical Committees ( ideally would like academic members to take lead on these); Subject Champions –currently have three subject champions - we would like more volunteers; this years' WATEF conference
- First event in network year taking place on 10 December is a Virtual Master Class ***ICTs for Water Efficiency*** in conjunction with Waterwise –Jacob Tomkins will chair. Already have 3 or 4 speakers – presentations will be 15 minutes each followed by Q&A session lasting 20 minutes. The aim is to keep main proceedings under one hour to allow people to participate in Q&A sessions afterwards. Timed to begin at midday. Virtual meetings allow us to keep our carbon footprint to a minimum – ***any feedback on virtual meetings would be much appreciated.*** Virtual master class involves presentations and other media e.g. videos which can be uploaded onto our webinar system to allow audience to view from their PC/laptop.

Dani Jordan endorsed virtual meetings as being very good idea. This gives us the opportunity to engage with our overseas members who would not normally be able to attend due to location

- Conference: Does anyone have any ideas?
- Sue Charlesworth: we had a workshop in January 2014 and we never got round to showing everyone the new building at Coventry – we could offer that as event? Date: early spring. Eleni Tracadi has number of people who would like to attend – see laboratory set up etc. Other event ideas? Katherine Hyde – perhaps move onto another stage of water efficiency – perhaps look at low flow showers. Kemi Adeyeye – perhaps we should organise another meeting to brainstorm event ideas?
- Eleni Tracadi – we should bring representatives from local community into the debate and look at opportunities in Ireland/Northern Ireland.
- How to bring water efficiency strategy into debate? Eleni Tracadi – there should be more involvement in Communities. There is a lack of information – people feel that they cannot afford to implement water efficiency. Kemi Adeyeye – this was a subject brought up at the recent WATEF conference. There was an idea to do a research project looking at policy side of it – Kemi will discuss and report back.
- Study Trip: We are looking to do a study trip to Berlin to be hosted by Erwin Nolde – details to be advised in due course – proposed date : early spring.

***Actions:***

1. Visit to Coventry : Kemi & Suzy to organise with Sue Charlesworth – aim for early spring
2. Scotland/Northern Ireland : Kemi & Suzy to contact members in the area to organise event around community side of water efficiency

***Technical Committees:***

- Technical Committees are formed to allow members to engage and become more involved ; we have been able to get funds to support Technical Committees to run events, and also do things like study trips which can demonstrate value. There will be a Chair for each Technical Committee who will liaise with the network in terms of what they need – we do all the admin work – this is new and it was not previously funded.
- The Water Reuse committee has been set up with the direct involvement of DEFRA. The committee is now in its 6<sup>th</sup> month since inception and they are coming up with good ideas. Each Technical Committee has a targeted piece of work they have to consider and deliver at the end of a set time period. Their terms of reference will end with the network year end e.g. September 2015. The water reuse committee's work is on-going and they are about to come up with their interim findings – we have also committed to 3 or 4 more Technical Committees over the next few years. Rather than set up a lot of committees which would be difficult to run and administer we have decided to set up 2 committees for this network year. Are there other committees we would like to see?
- Eleni Tracadi : interested in People & Communities – very relevant

- The terms of reference of each Technical Committee states that the Technical Committee members should be a mixture of industry and academia. We need to select members carefully and limit the size of each Technical Committee.
- Katherine Hyde: very interested in Water Re-use Technical Committee – clarification required on exactly what each TC member would be expected to contribute and what DEFRA would like to achieve by end of network year. What would we like to achieve through links with industry – maybe joint projects in the future?
- Kemi Adeyeye: The purpose of these Technical Committees is to foster networking and collaboration. We define the Terms of Reference of each Technical Committee which describes deliverables required e.g. for Water Reuse there were 3 different areas e.g. water reuse codes and practices; shortcomings and how they can be improved; what are the barriers? Each Technical Committee has to deliver their recommendations, organise at least one event where they bring in people outside of the Technical Committee to work with them. They also have to present their findings at the annual WATEF conference.
- Eleni Tracadi: will volunteer to chair People & Communities Technical Committee – Heather Smith may also like to co-chair. Katherine Hyde would also like to be part of water reuse Technical Committee. Sue Charlesworth requested to set up the Surface Water Management Technical Committee – perhaps try to get support from water companies? Perhaps this could also be combined with People & Communities Technical Committee:  
*Action: we will approach our membership base*
- Service Led Innovation Technical Committee: There are a lot of things going on in this area – water companies try to target specific customers. We could look at facility managers, estate agents, hotels, car washing facilities – how to target these groups of people and include water efficiency as part of the service package – could they affect water company led innovation? We have done a lot of work with water companies – they are generally very engaged with what we do. If we go down a level below them to see how we can deliver water efficiency solutions – we can approach housing associations, facilities management companies etc. Action: we will target these types of companies to ascertain interest.
- Subject Champions: we would ask our academic members to look at contributing to our web pages – please let us know if you wish to add something – we currently have 3 subject champions – this is another way to disseminate information and make our research visible - so we would encourage everyone to send us something. Perhaps Dani Jordan can send us something on gamification?
- Conference: Venue: possibly Exeter or Scotland (either Edinburgh or Glasgow). We need volunteers to undertake tasks for the conference – for example co-chairs (we had co-chairs for last year's conference and it worked well to split up the workload) – please think about whether you can assist and let us know. Date: last year's conference was held in September – we are now thinking of August – what is everyone's opinion? Some people have commitments at end of August – how about last week of July? ***Action: we will poll our members regarding date.*** Conference theme – what should we be focussing on? Zero carbon – maybe focus on road towards zero carbon in 2016? Maybe water/energy/food Nexus? Please let us have your views. Key note speakers: can everyone think about key note speakers and let us have your recommendations. Maybe we can talk to Exeter and schedule the conference to follow on from RGS

- Any Other Business: if any academics wish to make use of our webinar facilities for research purposes please let us know.

**ACTIONS:**

1. **Events:** WATEF Network to organise another academics meeting to brain storm event ideas
2. **Visit to Coventry** – Sue Charlesworth to liaise with WATEF Network (Kemi and Suzy) to organise date for visit
3. **Visit to Northern Ireland/Scotland** – Kemi to contact members and discuss
4. **Technical Committees:** People & Communities – Eleni Tracadi expressed interest in becoming chair and Heather Smith may join as Cochair – need to produce Terms of Reference; Katherine Hyde expressed interest in joining Water Reuse Technical Committee. WATEF network to contact chairs of water reuse Technical Committee on her behalf. Sue Charlesworth expressed interest in forming a Surface Water Management Technical committee. WATEF network to approach members to ascertain support. Service Led Innovation: WATEF network to target facilities management companies, etc to ascertain interest.
5. **Subject Champions:** all academic members to look at contributing. Dani Jordan to send information on Gamification
6. **Conference:** WATEF network to undertake members poll regarding proposed date; **Theme:** all academic members to let us have views on theme. **Keynote speakers:** all academic members to let us have suggestions; **Chairs:** to volunteer ....