

## Minutes BCIA Technical Working Group

**Meeting date:** Wednesday 22<sup>nd</sup> November 2023, 1030am-1200pm.

**Venue:** Online via Teams.

### COMPETITION LAW STATEMENT

This meeting is bound by the BCIA Constitution, including Paragraph 10., relating to Competition Law, whereby all members are prohibited from discussion or involvement in any of the activities hereby listed: Pricing, Customer Allocation, Agreements on Investment Levels or Production Quotas, Systemic Exchange of Information, beyond that which is permitted by law, and any other arrangement which would restrict fair and open competition.

By attending the meeting in person or online the attendee accepts the above statement.

### Members in Attendance

Richard Bush (RB) (Chair) Priva	Steve Holland SSE	Ian Ellis Siemens
John Hamilton ACS South East	Keith Burnett Schneider Electric	Russell Drury Keystone Communications
Catherine Walker (EO) BCIA Executive Officer		

The Chair welcomed all those present.

**1. Apologies for absence**

Apologies have been received and noted.

**2. Approval of last minutes 14<sup>th</sup> June 2023**

The minutes from the previous meeting were approved as an accurate record.

**3. Matters arising not otherwise on the agenda**

**a) BEMS Dictionary**

Now in draft, will require the technical working group to review and finalise before publishing. EO to request support of volunteers to progress using the basis of what we have and then bring back to the next TWG for review and sign off.

**b) Smart Building Specification**

Several members of the working group had reviewed the specification and provided feedback. Essentially whilst good content, it would need to be adapted for the UK. The EO had provided more detailed feedback to the consultant working on this but essentially unless BCIA commissions this work, it is unlikely to move forward as a UK specification, although the US version is open-source and can be used as appropriate. A discussion followed regarding the specification, and it was noted that much of it comes under an MSI – Master Systems Integration – approach to bring forward interoperability between systems.

**c) Independent review of Construction Product Testing Regime**

Item put forward by FETA. A couple of members reviewed the materials and feedback was provided to FETA who are leading on this for all of the FETA associations, communications will come from FETA directly to BCIA members.

#### **4. Technical Working Group Action Tracker**

##### **a) Cyber Security and IoT**

This is an on-going action that has been discussed over several meetings with the aim of the Working Group developing a guidance sheet and providing some signposting to help members navigate the subject. The Chair and John Hamilton were due to meet after the last working group meeting but haven't yet been able to progress. It was agreed this will be prioritised for January, with Steve Holland also confirming his interest in being involved in this work. The group will consider more detailed technical guidance and signposting plus a webinar for members. John will share a document entitled 'Operational Technology Systems' and ran quickly through a slide deck explaining how this can act as a framework for best practice. A cross-industry group that Richard is part of hasn't met recently so he will follow up any developments that can feed in. There isn't currently a UK standard for cyber security, only a US equivalent called NIST.

##### **b) Technical Resource Centre on the BCIA website**

Some time ago it was suggested we have a section on the website for consultations, signposting etc. The EO confirmed it has been built into the new website, but a small group of volunteers will be needed to support in identifying the right content that will add value.

#### **5. Policy and Consultation Update**

##### **a) Electrification of Industry**

The EO confirmed that, via Gemserv, BCIA submitted a response to the call for evidence relating to Electrification of Industry, highlighting the role building controls can play in accelerating industrial electrification.

##### **b) Future Building Standard Consultation**

The consultations for the Future Building Standard (FBS) are expected to open this side of Christmas, with insight suggesting it will be shortly after the autumn statement. The EO confirmed BCIA is in a good place to respond as the policy paper and asks of government, our evidence base and case studies are now in final draft stage. All of this will be sent to the Technical Working Group and policy sub-group that has supported the Gemserv activity to date, with a requirement for member input before Christmas to enable sign off and a BCIA submission to the consultation in the New Year. The EO also updated the group that case studies are currently being developed and this will be part of an ongoing initiative.

#### **6. BCM09 Delivery Plan**

The EO provided a brief update on plans for BCM09 – Networking delivery, following review by the Technical Working Group of course materials. During the process of finalizing course materials, it was noted that the course had been written as an in-person, 7-day, module. The Employer Group had suggested an amendment to delivery that would see the course reduced to 5 days with 2 or 3 days delivered online. Group Horizon are currently working through a lesson plan for the course, supported by Schneider Electric who deliver a similar course over 5 days. Group Horizon will also consider the split between classroom and online to ensure the course remains accessible but provides the right environment for learning. The EO confirmed that the kits/rigs required for course delivery are currently being finalized with manufacturers so there are kits from each of the main manufacturers. Andy Camsell is leading this on BCIA's behalf. The kit specification will then be replicated for commercial delivery of BCM09. EO to connect Andy Camsell to Richard Bush to discuss Priva's demo cases.

## **7. Technical Working Group Structure Proposals**

Due to the low numbers for today's meeting, it was proposed that this item is deferred to the next meeting. The EO explained that in order to ensure working groups add value to attendees, and in supporting the association's aims and activities, alternative structures are being reviewed, which could include a committee style approach to take ownership and agree the groups annual workplan, but with a broader range of members involved in moving forward projects.

**At this point in the meeting, as this item was deferred, the EO brought in another agenda item for discussion.**

## **8. [Redacted] BCIA Smart Buildings Specification**

The EO referenced a potential opportunity to work with [redacted] to help specify a BCIA standard for inclusion in their capital new build and retrofit programme. They would like a smart buildings standard as part of their revised 10-year framework, that all contracts would be required to meet. The EO confirmed that the management Committee have given their approval to support and members at the meeting also confirming this is a project the BCIA should support. A full discussion followed. The EO is to move this forward with a consultant developing the specification and a working group acting as a steering group to inform the work, the intention would not be to assimilate existing standards but rather develop a best practice/BCIA standard recommendations based on a whole life building approach.

John Hamilton/Richard Bush/Ian Ellis volunteered to be part of the steering group.

## **9. 2024 Project Planning**

At the previous meeting the group agreed the priority projects for 2024. These are:

### **a) Review and production of technical guidance materials**

This project comprises a review of current technical guidance publication to identify those that need updating/are obsolete/gaps when considering the full life cycle of smart buildings. Given the capacity of volunteers, it is hoped that a small group can help shape the framework for a suite of guidance documents and BCIA will then commission the work needed to update them.

To be able to launch a 2024 programme of knowledge publications would be the target, so the timeline for this ideally will be for the full suite to be in final draft for review and sign-off at the March meeting.

### **b) Develop the CPD area of the website/members area and develop a CPD programme**

The intention is to develop bespoke CPD/webinars to help inform members of emerging technologies, so members are ahead of the curve. Cyber Security is definitely one topic, but we need to identify two or three others to plan delivery.

It was noted that a number of other projects have been agreed during today's meeting and therefore with the capacity of individuals, the EO will do a summary of projects together with a call for volunteer support to help move them forward, with the aim of having working groups in place prior to Christmas and a focused effort to move forward projects in Q1 2024.

## **10. 2024 Meeting Dates**

The EO confirmed that the following dates are proposed for 2024:

6<sup>th</sup> March, 25<sup>th</sup> June, 5<sup>th</sup> November

The group agreed that with a more structured approach to project groups, three core meetings will be sufficient.

The EO referenced the new CRM and members area that all meetings will be managed through the new system. Projects could also be listed as forums so that people can participate and track progress without a stream of emails.

## **11. Any Other Business**

### **a) Management Committee Elections**

Eight nominations have been received for the two forthcoming vacancies on the Management Committee. The primary contact for each member company has the voting information. Deadline 4<sup>th</sup> December.

### **b) Vice President Nominations**

In line with BCIA's election process, the Management Committee have proposed their nomination for the Vice President role, being Jen Vickers of Crown House Technologies. The primary contact at each member company has been notified of this and invited to self-nominate a candidate. Self-nominations require five supporters. Deadline 1<sup>st</sup> December.

### **c) BCIA Inspired Leaders Programme**

When developing the corporate plan, leadership and organizational development training was identified as a potential gap. BCIA is working with a leadership coach from the BEMs sector to deliver a leadership programme. The first cohort will act as a pilot before considering the commercial opportunity. There are 14 delegate places, with the deadline for expressions of interest to participate set for 1<sup>st</sup> December. Current levels of interest exceed the number of places; however, we are keen to ensure a mixed cohort and there is a current gap for aspiring leaders in the applications received to date.

### **d) Experienced Worker Assessment Pilot**

The EWA is for workers with extensive experience but no formal industry qualifications. BCIA have commissioned Group Horizon to deliver an EWA, they have been working at some pace and it has now gone through final approvals. As a result, the pilot will get underway with the aim of formally launching the EWA in the market in Q1 2024.

Need to get a process document that can be shared with members, communications are being planned and it will be on the website.

## **Priority projects**

- Future building standard consultations
- Item 8 – BCIA standard
- BEMS Dictionary
- Technical Guidance
- CPD with emphasis on cyber security