**FILE NOTE**

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Project Hull 2017, ‘Zephyr’/Nayan Kulkarni

Meeting 7th July 2017

Location Hull 2017

Purpose Progress Meeting

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Present Chris Clay, Hull 2017 CC

 Andrew Knight, Hull 2017 AK

 Mike Milledge, Siemens MM

Richard Bickers, ARUP RB

Apologies Dave Smith, ALE

Nayan Kulkarni, NK Projects

Javed Hussein, ARUP

Rick Lee, ARUP

Hazel Colquhoun, Hull 2017

Circulation Finbarr Dowling, Siemens

 Darren Adams, ALE

 Sam Hunt, Hull 2017

 Hannah Williams Walton (Hull 2017)

File Note of meeting held on 23rd June reviewed and agreed.

OUTSTANDING ACTIONS FROM LAST MEETING

**Action: CC to schedule meeting with Alex Codd, HCC Planning Manager**

**Action: Further info awaited from Siemens to allow Arup, in collaboration with NK, to progress specification and design of the support structures – NDA issue with Siemens being resolved – MM to chase**

BUDGET ESTIMATE

Arup presented current estimated budget for works. This budget has been based on a site walk over and assessment of the scope of the works. Allowances have been made for costs such as police escort, events etc. The cost of a 24/7 security presence has been allowed for – it may be possible to reduce this if risk can be more efficiently managed.

These figures will need to be revised as more detailed information becomes available from the detailed transport survey and through further discussions with Highways England and Hull City Council.

**Action: RB to issue an electronic version of the budget**

**Action : CC to review and confirm if there are other costs which should be included or excluded from the budget and whether H2017 would like it presented in any other format.**

PROGRAMME

Arup presented the current programme for the project including blade installation and removal. Key issues highlighted from the programme included:

* Desire to undertake a “mock up” installation in Siemen’s yard in early December to practice installing the blade on the supports and identify any issues
* The design, tendering and fabrication of the supports forms the critical path for project. Design works need to be progressed during August to enable the supports to be ready for end November (i.e. for the mock up)
* Go/no go decision from H2017 required by end of August. License & permit applications to be submitted at the beginning of September to ensure that these are in position by end of November.
* MM noted that programme should include milestone on when we know if the blade will be a “Hull” blade.

**Action: RB to issue an electronic version of the programme**

VIDEO

AK has been in discussion with potential video producer to support NK in the production of a video based installation to form part of ‘Zephyr’. AK to discuss with NK. It was noted that the nature of the work will, in part, be determined on whether the blade is “Made in Hull” or not – confirmation from Siemens awaited.

**Action: AK to discuss with NK**

H2017 PRESENTATION

Discussion on preparation for presentation of the Feasibility Study on 3rd August. Agreed to review form and content of presentation on 28th July.

Arup offered to produce a CGI of the blade in position for the presentation. Care needs to be taken on how this image is managed to avoid it being leaked to press/public

**Action: Arup to circulate a template for the presentation**

**Action: Next meeting on 28th July at 9.00am to practice the presentation. CC to confirm venue**

**Action: Arup to prepare a CGI of the blade for the presentation**

NEXT MEETING

The next meeting (and further Risk workshop) is scheduled for Thursday 28th July at 9. 00am (venue to be confirmed.