BIM for heritage technical guidance –

HBIM information requirements template suite (HIRS)

Organisational Information Requirements (OIR) – Heritage (HIR\_OIR\_V1)

An overview of data requirements for the application of digital data management and Building Information Modelling (BIM) for heritage asset management

# Project name: Click or tap here to enter text.

# Project code: Click or tap here to enter text.

 Created in collaboration with:

Organisational Information Requirements – Heritage

How to use this document

This document provides a framework and guidance for establishing organisational information requirements (OIR) specifically for application in a heritage context and, heritage asset management.

This guidance is aligned with BS EN ISO 19650-1:2018 *Organisation and Digitisation of Information about Building and Civil Engineering Works, including Building Information Modelling (BIM) – Information Management using Building Information Modelling* and PAS 1192-3:2014 *Specification for Information Management for the Operational Phase of Assets using Building Information Modelling* but pays particular attention to conservation practice and UK consent procedures.

This document is intended to be generic, for use by the whole heritage sector, and to be modified to meet the specific requirements of individual projects or organisations.

This document template provides a framework for completing your own OIR.

Guidance for completing each section is indicated with *italic red text*. All *red text* should be overwritten or removed once you have completed your document. *Italic black text* should be reviewed and edited according to individual needs.

An OIR document may take any number of forms: there is no prescribed way to complete the document. The document should suit the specific requirements of the organisation or project, and the form and content developed as such.

Before using this document the BIM for Heritage: Developing an Asset Information Model (AIM) (Historic England 2019) should be read.

A glossary of Building Information Modelling (BIM) abbreviations and terminology is provided at the back of this template document.

Organisational information requirements explained

Organisational Information Requirements (OIR) are – *the information requirements in relation to organisational objectives* (ISO 19650-1:2018)

In adopting digital data management workflows and Building Information Modelling (BIM) standards, an organisation should, at the outset, develop an overarching OIR document that defines the information required to meet the needs of the asset management system and other organisational functions.

As each organisation may have different information requirements, it is important to begin the process early and communicate with all departments or stakeholders who have a responsibility for strategic decision making concerning the asset or estate. BIM processes promote collaborative working practices. The development of an OIR provides an opportunity to collaborate and is intended to integrate information requirements at an organisation-wide level.

The defined OIR should be used to develop more specific asset information requirements (AIR) – see document HIR\_AIR\_V3.

The development of OIR should be an on-going process. Continued discussions with departments and stakeholders should assess whether the data being collected is suitable and how this can be improved.

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Organisational Information Requirements – Heritage

# Scope

This document sets out the Organisational Information Requirements (OIR) of organisation x in line with PAS 1192-3:2014 and project reference x.

*The name of the organisation and the project reference (if applicable) should be inserted where indicated.*

This OIR document should be read in conjunction with the full suite of documents, comprising:

Asset information requirements (AIR) xxxxxxxxxxxx

Exchange information requirements (EIR) xxxxxxxxxxxx

*Document references should be inserted where indicated.*

The OIR define the information required to meet the needs of the xxxxxxxxxxxx asset management system and other organisational functions.

*The organisation or name of the asset management system should be inserted where indicated.*

# Strategic Objectives

*An introduction to the organisation’s asset management strategy should be provided here. A general example has been provided but this should be amended to suit the individual organisation or project.*

The overall strategy for the management of *asset or organisation name x* is underpinned by the xxxxxx asset management plan. At the heart of this strategy is the promotion of innovation and development in asset management including the use of digital data management workflows, the development of structured data sets and Building Information Modelling (BIM) standards to facilitate rational decision making.

*The asset or organisation name and asset management document reference should be inserted where indicated.*

The use of digital data management workflows and BIM supports the overall goal of heritage asset management, including the development of asset information models of existing heritage assets to inform the on-going process of conservation, repair and maintenance.

*Xxxxxxxxxxx’s* strategic objectives are outlined as follows*:*

1. *xxxxxx*
2. *xxxxxxx*

*The name of the organisation and the strategic objectives should be inserted where indicated.*

Example strategic objectives are provided below.

*These should be amended to reflect the strategic objectives of your own asset management plan.*

* *To ensure scarce financial resources are directed to preserve assets in the most need*
* *To manage delivery of property services to deliver continuous performance improvement*
* *To raise awareness of asset management and provide clear decision making over its management and use*
* *Deliver conservation improvement and infrastructure*
* *Maintain and enhance visitor experience*
* *Understand and perpetuate cultural significance*
* *Deliver wider benefits and opportunities*

# Information Requirements

In order to meet organisational strategic objectives, xxxxxxxxxx has identified a range of activities and states how the information that is collected and processed is to be used. These are developed from PAS1192-3:2014 Annex 2 and xxxxxxxxxx’s own asset management activities.

*The name of the organisation should be inserted where indicated*

* *To optimise the asset management strategy and optimise/prioritise the asset management plan*
* *To promote consistent national standards*
* *To form part of the organisational information resource – a corporate asset*
* *To develop a digital asset model to support operational decision making*
* *To support informed and justified decision making for conservation, repair and maintenance activities*
* *To improve efficiency when compiling consent applications*
* *To develop a common data environment (CDE) in which asset information can be accessed by all departments/stakeholders*
* *To validate legacy data and identify knowledge gaps*
* *Produce data where gaps exist, such as survey data*
* *Assess the value of defect liabilities for funding and budgeting purposes*
* *Assess priorities for the forward planning of conservation, repair and maintenance activities*
* *To undertake on-going identification, assessment and mitigation of risks to cultural significance and historic fabric*
* *To reduce the duplication of work and produced information, make information available to a wider audience, promote collaboration and improve efficiencies*
* *To provide a visual/graphical summary of asset-related data*
* *To facilitate the production of data driven reports for a range of uses/stakeholders*
* *To facilitate detailed, component-level data management*
* *To meet statutory and regulatory obligations*
* *To support quality assurance and performance management activities*
* *To support health and safety management including CDM and pre-construction information*

*The above information requirements are suggestions that might be deemed applicable for heritage organisations and for the application of BIM in a heritage context. These should be reviewed, deleted, amended and added to according to individual needs.*

# Other Sources of Information

The following publications should be read before using this document:

*BIM for Heritage: Developing a Historic Building Information Model*

*BIM for Heritage: Developing an Asset Information Model*

This document should be used in conjunction with the full suite of HBIM Information Requirements (HIRs) templates:

*Asset Information Requirements (AIR) – Heritage (HIR\_AIR\_V3)*

*Exchange Information Requirements (EIR) – Heritage (HIR\_EIR\_V3)*

# Glossary

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| AIR | Asset Information Requirements, define the data and information required throughout the asset lifecycle |
| Asset | The historic building, monument, structure or object |
| CDE | Common Data Environment, the framework used to support interdisciplinary collaboration through BIM that specifies a single source of information for the project, used to collect, manage and disseminate project information through strictly controlled processes |
| CDM | The Construction (Design & Management) Regulations (CDM 2015) are the main set of regulations for managing the health, safety and welfare of construction projects |
| EIR | Exchange Information Requirements, pre-tender document setting out the information requirements in relation to an appointment |
| HBIM | Historic Building Information Modelling |
| OIR | Organisational Information Requirements establish and categorise the information requirements to meet the needs of an organisations asset management system |
| Organisation | An organised group of people with a particular purpose, such as a business, government department or charity e.g. a heritage trust |