

Lifts Group

Minutes of the CIBSE Lifts Group Executive Committee
6 February 2018



PRESENT

Gina Barney (Events Organiser)
John Bashford (Exhibitions)
Michael Bottomley (Vice Chairman)
Dave Cooper (Lift Academy)
Elizabeth Evans (Treasurer)
Len Halsey (Chairman)
Phil Pearson (Events Team)
Adam Scott (BSI Representative)
Richard Peters (Secretary)
WeeChuan Lim (Media)
Nick Mellor representing (LEIA)
Stefan Kaczmarczyk (University of Northampton).

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APOLOGIES

Elizabeth Evans (Treasurer)

DISTRIBUTION

Those present and web site

1. Welcome and apologies

The meeting was opened by LH. LH welcomed NM and SK to the group representing LEIA and the University of Northampton. Apologies had been received from EE.

2. Minutes of previous meeting

The previous minutes were reviewed and accepted without amendment.

3. Matters arising

The impact of Brexit on the future of lift/escalator standards will be address as part of the AGM talks.

The Lifts Group's support of the Lift & Escalator Symposium trust was formerly recorded at the request of GB. This support is not financial.

The BCO guide is being updated, expected Q2 2019. AS is contacting Simon Russett with a view to seeking continued alignment with CIBSE Guide D.

The implications of modernising CE marked lifts was flagged as an issue to consider.

It was agreed to appoint GB as the Technical Editor for CIBSE Guide D 2020.

4. AGM Report

RP presented the proposed annual report for the AGM as a PowerPoint. Comments from the group were incorporated. The final version is attached to the AGM minutes.

5. AGM Elections

There had been no proposals other than the existing committee, all of whom are happy to stand again:

Chairman, Len Halsey
Vice Chairman, Michael Bottomley
Secretary, Richard Peters
Treasurer, Elizabeth Evans
BSI Representative, Adam Scott
Events Organiser, Gina Barney
Media WeeChuan Lim
Lift Academy, David Cooper
Exhibitions John Bashford
Events Team, Phil Pearson

It was also agreed that we should propose co-opting Nick Mellor representing LEIA and Stefan Kaczmarczyk representing Northampton University.

6. Events in 2018

The AGM is being followed by a workshop on Commenting on Standards, presented by AS and GB.

GB/AS are happy to repeat the workshop in Manchester. MB/PP will review possible dates and make local arrangements.

It was agreed to hold the annual seminar on 7 November. GB will book CIBSE HQ as venue. NM confirmed LEIA's Annual Technical seminar is on 31st October, so these will not clash. PP suggested that there could be a joint CIBSE/LEIA meeting in future where there is common interest.

The 2019 AGM will be on 5th February 2019.

RP reiterated that it is helpful if details of events be passed to RP/EE for publicity as soon as practical as the lead times for some publicity channels can be up to four months.

7. Lift and Escalator Symposium

RP reported that in 2018 there would be two Lift and Escalator Symposiums organised jointly with the University of Northampton and LEIA. The 8th Symposium will be held on 15 and 16 May in Hong Kong. The 9th Symposium will be held on 18 and 19 September in Northampton. Day 2 of the Hong Kong Symposium will include a CIBSE Guide D Workshop presented by RP/DC and Rory Smith; the workshop will be free to attend.

All the past papers from the Symposium are available open source from www.liftsymposium.org.

8. Industry Training

LH and DC have been reviewing industry training. They discussed meeting with CIBSE, initiatives with TeenTech and conversations with NM/ LEIA. An important catalyst is the trailblazer scheme for proposing and developing new apprenticeship standard. There needs to be an end point assessment by an independent standard. There are opportunities for accreditation and an onward path for degree studies and Chartered Engineer status.

RP reported his company's development of a training centre in Great Missenden which would have two lifts (one hydraulic, one MRL) available for research and training purposes.

It was agreed that we need to raise the profile of the industry and to develop awareness of training and potential career paths.

SK reported that the UoN has dedicated team to engage teenagers at school. They visit schools and host school groups on campus. Industry members available to present on the Lift Industry could be used.

A teacher pack to engage children was suggested.

Encouraging student membership of CIBSE for university students was proposed. RP will find out details.

RP

Post meeting note: details are at <https://www.cibse.org/membership/find-your-grade/student-grade> Membership is free to full time students.

NM highlighted the need for partnership. Once we have had conversations, we will be able to formulate proposals. We need to take away the excuses for not training.

9. Web site and database

RP reported that the current web site hosted by Peters Research would be moved to the main CIBSE web site in March now that their content management system has been upgraded and allows us control of our pages. We will retain the www.cibseliftsgroup.org web address which will redirect to our pages on CIBSE's web site.

The Lifts Group database also managed by Peters Research is being merged into the CIBSE database to comply with General Data Protection Regulations (GDPR) which come into force 25 May 2018. Bulk emails will be sent on our behalf by CIBSE. There was concern at having to rely on CIBSE for our announcements given the current system works well.

10. Treasurer's report

EE had prepared accounts which had been circulated prior to the meeting. A copy is attached to the AGM minutes.

The accounts were approved for presentation at the AGM.

11. Standards and Regulations

This will be discussed as part of the AGM.

12. Any other business

None.

13. Next meeting

Then next Lifts Group Executive/AGM and Evening Meeting will be on Tuesday 5th February 2019. GB will reserve rooms.

GB