Lifts Group
Notes of Meeting of Lifts Group Committee Officers held at CIBSE HQ, Balham, London on Monday 8th December 2008 at 1100hrs.

PRESENT
Mr A Scott, (Chairman)
Dr Eur Ing G C Barney, (Events Secretary)
Mr J Bashford, (Exhibitions)
Mr J Snowball, (CIBSE, BSI Codes and Standards Representative)
Mr D Cooper, (Lift Academy)
Ms A Rothery, (Treasurer)
Mr S Hobson, (Secretary)

APOLOGIES
Mr M Bottomley, (Vice Chairman)

DISTRIBUTION
Those present plus;

Mr K Butcher (CIBSE)
Ms J Balian (CIBSE)
Ms S McDonough (CIBSE – Director of Policy & Groups)
Dr R Peters (Website)
MINUTES

1.0 Welcome and Apologies

Adam Scott opened the meeting and welcomed all attendees.

Apologies were received from:
  Mr M Bottomley, (Vice Chairman)

2.0 Previous Minutes

The following points were noted;

3.2 CIBSE Student Handbook action should have stated Adam Scott and not David Cooper and 3.3 The Lift Academy should have stated David Cooper action and not Adam Scott.

Otherwise the previous minutes were accepted as read.

3.0 Matters Arising

3.1 Liason with CIBSE Heritage Group

A number of volunteers have come forward with offers to undertake surveys of the Heritage Group’s fifteen buildings with historic lift installations as stated previously. However two sites at Derby and Altrincham remain and still require volunteers. Attached is the list of sites together with the volunteer surveyors name and notes for information.

Volunteers for the remaining two sites are requested to contact David Cooper at LECS, telephone 01323 431459 or by e-mail at David.Cooper@lecs.co.uk

3.2 CIBSE Student Handbook

Adam Scott is to prepare and send a letter to the CIBSE Chief Executive Stephen Matthews and the President John Swaffield in respect of considerations for incorporating Lifts within the CIBSE student handbook and or distributing separate lift guides.
3.3 The Lift Academy

The Lifts Group sponsored a writing competition to encourage industry apprentices to write about their work. Entries were judged by an independent panel (Dr Barney, Mr V Sharpe and Mr N Mellor) and the awards were £250.00 for the winner and £100.00 for the runner up. In addition the Lifts Group paid for the eight entrants to be registered as CIBSE student members for a year. It is proposed to continue to support this activity as an annual event.

Consideration is being given to expanding the Academy training to cover existing trained staff in addition to apprentices, this will require additional support, LEIA feedback (Mr Terry Potter) is also to be obtained.

3.4 BCO Guide Update

The updated and extended lift guide section in the BCO final draft is completed and being further evaluated in respect of valid issues relating to the current CIBSE lift Guide D.

The lifts group are seeking permission to hold a presentation of the BCO lift guide in April 2009, Adam Scott is to approach the BCO guide committee in this respect.

3.5 Website and Member Communications

The e-mail address set up for lifts group members to request notification of group events electronically received only three requests for this facility and it was agreed by all to continue with the current tried and tested method of communication of events.

The group agreed it would like to record its appreciation of Dr Richard Peters’ work in respect of the website and thank Richard for all his efforts.

4.0 Standards & Regulations

New Matters Arising;

- BS EN81-73, Clarification provided that this standard does not apply to evacuation and/or fire-fighting lifts under BS EN81-72:2003.

- BS CEN TR76:2006 Evacuation of disabled persons using lifts does not cover the evacuation of non disabled persons but the ISO / TR 15743 does.
- Revisions proposed to BS EN81-1 & 2 covering ‘uncontrolled movement with doors open’ as amendment A3.


**Published**
BS 9999:2008 Code of practice for fire safety in the design and management and use of buildings. Comments to draft BS9999 were completed 31st March 2008 and the standard is expected to be published soon.

EN115:2008, this is shortly to be published. prEN115-2 is in progress and deals with the safety improvement of existing escalator and moving walks.

**Out for Vote**
EN81-41: Lifting Platforms (vote approved with 77% QMV).

**Out for Comment**
prBS8300:2008 Design of buildings and their approaches to meet the needs of disabled people was out for comment to 31st July 2008.

ISO/DIS 25745-1: Energy efficiency of lifts and escalators (Dr Barney is UK representative).

**To be amended /withdrawn**
BS 5776 Stairlifts has been withdrawn with the publication of BS EN81-40:2008. BS5900 and BS6440 will need to be revised to remove conflicts with BS EN81-41 shortly to be published. Dr Barney is to chair MHE 4/2 revision panel. The resulting standards are to comply with EN414.

### 5.0 Treasurers Report

Accounts continue to be healthy with a good level of revenue generated and received from the group events, leaving the group with a current positive balance.

A copy of the group account balance sheet is attached to these minutes.
6.0 Meetings / Seminars / Presentations

Dr Barney wished to thank John Bashford, John Snowball, David Cooper and Agnes Rothery for their work and assistance in respect organising the groups 2008 events.

The group AGM is proposed on 11th February 2009 at 6pm.

Presentations topics to follow at 6.30pm include;

- Heritage Group – Tyntesfield House, by David Cooper
- Mending a Lift in Ethiopia – Dr Gina Barney

The group is to consider the possibility of increasing the available area for trade displays and further consider attendance of Lift Companies for the proposed future Lifts Group annual seminar in Manchester - to be held in Autumn 2009.

7.0 CIBSE Lift Group Hong Kong

An incident involving the failure of a lift installation occurred recently within the region and David Cooper has provided the group with some details of this, as reported within the regions press. The article is attached to these minutes.

8.0 Any Other Business

Following the untimely death of a well respected person from within the lift industry whilst undertaking a charity event, David Cooper has approached CIBSE membership secretary to enable the group to consider a donation to the lift charity, however the groups constitution requires to be changed in order to permit a donation of this nature and therefore this will need to be agreed.

CIBSE Guide D is being revised by a panel of authors under the chairmanship of Adam Scott a draft is expected in Autumn 2009 for review.

9.0 Date of Next Meeting

Next meeting to be held on 11th February 2009 at 5pm prior to AGM
Call for workers to be registered

Rusty Pulley

not replaced during inspection
Faulty part seriously corroded but
# NATIONAL TRUST SITES

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<th>NOTES</th>
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<td>Tatton Park, Knutsford, Cheshire</td>
<td>Graham Bayne</td>
<td>Used to service it in the 1960's when he worked for Otis!</td>
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<td>Plas Newydd, Anglesey</td>
<td>Dr Gina Barney</td>
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Income
CF from 2007 to 2008 £3,669.47
income from Annual Seminar to date £1,650.00
£5,319.47

Expenditure
Lift Charity £500.00
Travel, room hire, refreshments £622.45
Writing 1st prize, RU prize £350.00
CIBSE student fees £276.00
Annual Seminar expenses £260.00
£2,008.45

Balance £3,311.02

Commitments
Pay CIBSE exhibitor fees £700.00

Min of Apprentices 19 Feb 09 in mee.