1. Introduction and welcome.

James Bourne and Austin Williamson chaired the meeting and gave a brief outline of the evening to follow. The additional committee members present were: Robert Diamond, Gary Fuller and Gary Mann, and eight non-committee members.

2. Apologies for absence were received from four committee members – John Coleman, Andrew Saville, Bob Bashford, Robert Elsworth and Stephen Kearney.

3. Minutes of the 2015 AGM were agreed by all present.

4. Adoption of the minutes of the 2015 AGM Minutes proposed by James Bourne and seconded by Austin Williamson.

5. Treasurer’s report and adoption of accounts for 2015/16 to be issued.

   The treasurer will submit accounts for the 2015/16 session for auditing and provide copies for distribution.

   Proposed by James Bourne and seconded by Austin Williamson.

6. Chairman’s Report

   James Bourne gave his chairman’s report, which is attached in Appendix A combined with the secretary’s report.

7. Secretary’s Report

   Austin Williamson ran through Secretary’s report – appended in Appendix A, which is combined with the chairman’s report.

8. Election of Regional Officers for 2016 / 2017 – only CIBSE members voted:

Prepared by CIBSE HCNER Hon. Secretary Austin Williamson
Chairman: James Bourne
Vice Chairman: Robert Diamond
Secretary: Austin Williamson
Treasurer: Robert Elsworth

The Chairman was proposed by Robert Diamond seconded by Austin Williamson.

The Vice Chairman was proposed by Gary Fuller and seconded by James Bourne.

The Treasurer was proposed by James Bourne and seconded by Nick Barnard.

The Secretary was proposed by James Bourne and seconded by Robert Diamond.

9. Election of Members of the Regional Committee in addition to the officers for 2016/2017 are as follows:

Social Secretaries Stephen Kearney proposed by James Bourne and seconded by Austin Williamson.

SLL Lighting Representative James Bourne proposed by Robert Diamond and seconded by Nick Barnard.

SoPHE Representative Gary Mann proposed by Gary Fuller and seconded by Robert Diamond.

Careers Champion Gary Fuller proposed by James Bourne and seconded by Robert Diamond.

Education Champion Andrew Saville proposed by James Bourne and seconded by Gary Mann.

Committee Members Responsibility:

Education & Training Officer: Andrew Saville
Society of Light & Lighting Representative: James Bourne
Society of Public Health Engineers Representative: Gary Mann
Young Engineers Liaison Officer: Andrew Saville
Communications Officer: Bob Bashford
Social Events Officers: Stephen Kearney
Membership Mentors: Mike Venables and Mike Farrell
Almoner: Ray Gooding


Ivan Martin
Mark Williams

Gary Fuller to ask the auditors if they will serve another year and report back to the committee AWAITING CONFORMATION

Proposed: Gary Fuller and seconded by James Bourne.
Prepared by CIBSE HCNER Hon. Secretary Austin Williamson
11. Any other business

12. Date for next AGM – April 2017 to be held at the Holiday Inn, Brentwood, Essex, CM14, 5NF, subject to confirmation.

Appendix A – Combined Chairman’s and Secretary Report

13. President elects presentation by John Field on “Professional disciplines working more closely together, to improve the operational standard of the built environment and the CIBSE 2020 union and collaboration between intuitions and industries.”
Members:

We have 1478 members in Home Counties North East, out of the 21,366 members worldwide, which is approximately a 3.0% increase on last year. We remain the fourth largest region in the world after HCNW, and SE, in the UK and Hong Kong.

Our network has a varied selection of grades as shown below

Presentations and Events:

Prepared by CIBSE HCNER Hon. Secretary Austin Williamson
In the past year we have hosted seven technical presentations and events in the region on subjects such as:

- Lighting standards and review of Lighting Guide 7
- Circuit breaker applications and harmonics
- Membership meeting
- Eco Homes
- Power transformers and the new Eco Directives
- Blueprint for an Integrated Smart City
- B&ES / CIBSE HCNE and East Anglia Regions: Joint Lunch and Seminar on Controls Commissioning and Collaboration coming together to narrow the building performance gap

We had an event every month except during August and December. We are also continuing to arrange regional CPD / SIGS events up to Q1 / Q2 2017. These include lighting, static UPS technology and earth systems presentations.

**Numbers:**

Most events have between 25-35 attendees; we had over 50 at the CIBSE Membership event held at the Counting House, London, on the 27th September 2015. In addition, most technical events have had over 30 in attendance.

Other venues that we have presented have included Commercial Kitchen Extract Systems held here at The Holiday Inn, Brentwood, Building Services Engineering Careers events at Basildon and Colchester. We are continuing to maintain venues at the Counting House in Cornhill, London and at WSP / Parsons Brinkerhoff offices in Chancery Lane, London.

**Innovations:**

We are continuing to use the book online facility hosted by CIBSE with success. We are continuing to work closely with HQ pioneering webinars and trialling the guidance notes. In addition, the Eventbrite website is now used for all events to increase the advertising of events both for CIBSE Members and non-members alike.

Many technical presentations are continuing to be transmitted over the CIBSE website, to enable those who could not attend to use, and also for a permanent record, and for enjoyment at a later date. We are continuing to work closely with the other Home Counties Regions, and our neighbouring East Anglia Region to ensure we maintain a high level of delivery methods and subject matter.

**Retirement Announcement**

CIBSE HCNER Technical Committee Member John Coleman will be retiring from the committee during 2016. John has been committed to the development of the committee for many years and has made a significant contribution to the committee and indeed the building services industry during

Prepared by CIBSE HCNER Hon. Secretary Austin Williamson
his membership. On behalf of all committee members we thank John for his support and contribution during his membership and wish him all the very best in his retirement.

The Year Ahead:

As previously mentioned, we are planning our events diary for up to Q2 2017. We look forward to seeing you at our presentations and events. There is a preliminary programme of events placed on your chairs tonight for your perusal for the year ahead. However, these may change so best to go to www.cibse.org and select the HCNE region to see what is coming up, and to have a chance to revisit past presentations.

Thanks for your support over the last year. We look forward to seeing you over the course of 2016 and 2017.

James Bourne Hon. Chairman and Austin Williamson – Hon. Secretary - CIBSE HCNE