



Council Meeting Minutes

Meeting Title: CIBSE Council Meeting

Meeting Date and Time: 10th October 2025 1330-1530

Location: In person at The Passmore Centre, 12 Borough Road, SE10AN and online via Microsoft Teams

Invited: All 2025/26 Council Members (See Council List Appendix 1)

Chair

Vince Arnold (VA) CIBSE President

CIBSE Executive:

Ruth Carter (RC)	CEO
Richard Goldsbrough (RG)	Director of Membership
Anastasia Mylona (AM)	Technical Director
Chris Winston (CW)	Director of Finance
Simon Parker (SP)	Managing Director of CIBSE Services
Michael Wallace (MSW)	Director of Operations
Kieran O'Brien (KO)	Director of CIBSE Certification
Melissa Drayton (MD)	Marketing and Communications Director

Apologies received from:

Fiona Cousins, Les Copeland, Michael Bottomley, Tony Day, Anil Chandla, Chris Iddon, Ian Thomas, Volkan Doda, John Mardaljevic, Tom DeBoeck, Geraldine O'Farrell, Damien Kane, Andrew Rowe, Emeka Osaji, Doug King

Welcome from the Chair (Vince Arnold – VA)

VA opened the meeting by welcoming all attendees to the Council meeting. He expressed his enthusiasm for the meeting, noting that Council meetings bring together individuals eager to share knowledge and pay it forward.

VA extended a special welcome to guests joining us from regions across the globe and noted that further acknowledgements would take place later in the day during the President's Awards Dinner.

Minutes of the last meeting (VA)

Council Members approved the minutes of the June 2025 Council Meeting.

Chief Executive's Report (Ruth Carter - RC)

RC, Chief Executive Officer, welcomed all attendees and shared highlights from an exceptionally busy and successful week for CIBSE. RC made special mention of the previous evening for the Young Engineers Awards and also the 30 Under 30 initiative earlier in the month, both celebrating emerging talent in the sector.

RC reflected on CIBSE's proud 128-year history and growing, diverse membership. 14% of members have been part of the organisation for over forty years, while 16% are under thirty, showing a strong balance between experience and new talent.

RC reported that CIBSE continues to perform well compared to other professional bodies, with membership currently up by 2.3% from last year and overall positive feedback from the recent member survey.

Financially, RC acknowledged a challenging year due to industry pressures and building costs, highlighting that the Institution may need to dip into reserves for 2025, but confirmed that CIBSE remains stable, having generated £1.7 million in surplus over the past four years. Work on the new premises is now beginning, and future Council meetings are hoped to be held at Saffron Hill next year. RC expressed her thanks to all those already supporting the fundraising campaign and encouraged other Council members to contact her directly if they wished to be involved.

RC shared the completion of the brand refresh project, with a new logo and strapline supported by Board and the wider Membership. RC thanked Melissa Drayton and Members for their contributions. The modernised, gender-neutral "Harri the Hawk" remains a symbol of sustainability and CIBSE's watchful commitment to the sector.

Council members were reminded that the logo has yet to be formally launched and requested that this was not circulated further.

RC closed by reminding everyone of the Presidents Awards Dinner at Claridge's that evening, thanking Council Members for their dedication and ongoing support, and expressing her enthusiasm for celebrating the achievements of our volunteers together.

Membership Update (Richard Goldsborough - RG)

RG provided an update on Membership, confirming that CIBSE will finish the year with more Members than last year marks the fourth consecutive year of growth, with CIBSE continuing to outperform other professional engineering institutions.

RG highlighted the success of the apprenticeship End Point Assessment programme, which now generates significant revenues for CIBSE but more importantly has supported nearly 500 apprentices this year. Many of these apprentices are expected to progress into Professional Membership, further strengthening CIBSE's future Member base.

RG noted strong engagement with the CPD Directory and growing activity across our global regions. RG confirmed that the UAE Regional Board has recently been renamed the CIBSE MENA Region (Middle East and North Africa) to reflect its broader reach.

A Membership development lead is being recruited in Hong Kong to support growth in the Greater Bay Area (GBA), alongside university accreditations and education partnerships expanding across Asia.

RG outlined plans to connect Regional Groups, Societies, and Special Interest Groups more closely, aiming to improve collaboration and reduce administrative barriers for volunteers.

For Societies, RG noted the recent launch of the Society of Vertical Transportation (SOVT), evolved from the former Lifts Group. He shared that there is rebranding work happening across the Society of Digital Engineers (SDE) and the Society of Public Health Engineers (SoPHE). RG shared that the SDE will also launch new Membership grades in November.

In closing, RG reflected on the impressive achievements showcased at the Young Engineers Awards and thanked Council Members for their continued enthusiasm, hard work, and support for CIBSE's growth.

Technical Update (Anastasia Mylona - AM)

AM opened by thanking colleagues for their continued support over the past two years in her role as Technical Director, encouraging everyone to continue sharing feedback.

AM updated on the environmental impact of Artificial Intelligence (AI), referencing a recent report from the National Engineering Policy Centre. The report outlines five key steps to reduce AI's carbon footprint, including better environmental reporting. AM highlighted that the *Zero Carbon Building Standard* was cited as a strong example of a reporting framework. AM noted the need to better understand AI's hardware, software, and infrastructure demands, as well as user behaviour, and stressed the importance of sustainability requirements for data centres, improved power efficiency, and responsible investment in AI development.

AM then spoke about recent visits from Chinese delegations, explaining that China is now focusing on maintaining and improving the energy efficiency of its existing buildings rather than building new ones. With the government aiming to reach peak carbon emissions by 2030, delegates recognised UK expertise and CIBSE guidance in refurbishment and sustainability. AM highlighted opportunities for future collaboration and knowledge exchange.

On building safety, AM introduced Sam Baptist, the new Head of Government Affairs, who will lead CIBSE's government engagement work. AM reported on the *Building the Future* conference, where the new Chair of the Building Safety Regulator, Andy Roe, discussed plans to reduce delays in the approval process by fast-tracking priority works, improving assessment procedures, and ensuring higher-quality applications at pre submission stage.

AM outlined the Remediation Acceleration Plan, which requires all work on buildings over 18 metres to be completed by 2029, and plans for buildings over 11 metres to be in place by the same date. Legal consequences are expected for landlords who fail to meet these deadlines, and local authorities will receive more support to speed up remediation.

AM noted CIBSE's first attendance at the Labour Party Conference, where the main topics included skills development, apprenticeships, important to meet the government's housing and net-zero goals. She mentioned the plan for 12 new towns to begin construction by 2029 and emphasised CIBSE's role in ensuring these projects prioritise sustainability and resource efficiency.

In closing, AM shared updates on new technical publications and projects. These included the launch of the *Weather Files* in June, the recent release of *TM65.4 – Embodied Carbon of HVAC in Offices*, and the upcoming Spanish translation of *TM65*. AM announced upcoming guides, *International Drainage Systems in Tall Buildings Design Guide*, *AM10 – Natural Ventilation*, *Domestic Heating Design Guide*, and *LD23 – Creative Lighting*, all planned for publication in November and December.

Government Affairs Update (Sam Baptist – SB)

SB, Head of Government Affairs since July, provided an update on his first three months in the role and outlined plans for building a strategic government affairs function for CIBSE. He highlighted the centrality of building services engineering to current policy agendas in the UK and globally, particularly in relation to net zero, the clean energy transition, building safety, skills and workforce competence, and digital innovation.

SB explained his ambition for CIBSE to be recognised as the authoritative voice on building services, performance, skills and competence, and sustainability, noting four strategic drivers:

- **Influence** - Engaging policymakers, shaping consultations and policy responses.
- **Insight** - Producing concise policy research, white papers and thought leadership
- **Integration** - Exchanging policy ideas across the UK and CIBSE's international regions.
- **Impact** - Aims for tangible outcomes, such as CIBSE guidance adopted into regulations and participation in government advisory groups.

SB emphasised the need for CIBSE to play a more proactive role in government engagement, including contributing to consultation responses, working closely with parliamentary committees and civil servants, and helping to influence policy before it is finalised.

SB plans include publishing policy papers and reports supported by CIBSE's technical insight to strengthen its position as a trusted advisor in the built environment sector. SB added that a key measure of success will be when government departments reach out to CIBSE early in the policy-making process, recognising it as a leading expert voice in the field.

SB spoke about the importance of global knowledge exchange and encouraged members to share their views on what meaningful impact looks like for CIBSE, whether through policy reports, government participation at events, or other forms of visible engagement.

In response to questions, SB highlighted that skills shortages remain a major challenge across the industry and referred to findings from the IET Skills Survey. SB reported that research shows an ageing workforce and stressed the need to attract more young engineers through apprenticeships and training programmes - SB said that CIBSE had a good story to tell here through its Young Engineers Network and related initiatives. SB also noted that greater collaboration between industry and government will be essential to prepare the workforce for the energy transition.

Finally, SB shared plans to improve communication with Members through a new Government Affairs webpage and creation of a network of policy liaisons within Committees and Societies to strengthen coordination on consultation responses.

SB closed by encouraging Council Members to make contact with feedback and suggestions, thanking everyone for their support and engagement.

Neuro Diversity Panel (Peter Anderson – PA)

PA provided an update on the work of the Neurodiversity Panel, highlighting its role in promoting awareness and inclusion of neurodiverse individuals within the engineering industry. PA outlined the use of terminology such as neurodiverse, neurotypical, and neurodiversity, emphasising that these labels serve to promote inclusivity rather than define individuals. PA acknowledged that while he is not an expert, he is learning quickly and privileged to serve as secretary of the panel, supporting Chair Dan Widdon.

PA shared that the panel, which reports to the EDI Committee, comprises 15 members, meets regularly to research barriers to inclusion, provides advice, and recommends best practices for organisations, highlighting the considerable skills and dedication of the neurodiverse community. PA referenced the updated inclusivity guidelines originally published by CIBSE in 2019, which provide advice on workplace, meeting, and conference settings, communication, and practical adjustments to benefit everyone.

The presentation included an overview of common traits and strengths associated with neurodivergent conditions, including autism, ADHD, and dyslexia, emphasising creativity, focus, and problem-solving abilities. PA encouraged the audience to share personal stories and examples of neurodiverse individuals' achievements, stressing the importance of awareness, positive representation, and opportunities within the workplace and wider communities. During the discussion, participants emphasised the importance of sharing success stories, considering workplace adjustments, and designing inclusive spaces.

Attendees were encouraged to engage with the panel, provide feedback, and participate in future initiatives to further the understanding and support of neurodiverse talent within the industry.

PA concluded by thanking attendees for their support.

CIBSE ASHRAE Graduate of the Year 2024 (Helen Meutermans – HM)

HM joined the meeting online and reflected on her experiences as the CIBSE Graduate of the Year awarded at the Young Engineer Awards 2024. HM outlined her academic background and career at AtkinsRéalis. HM noted that she was encouraged by her mentor and line manager to apply and won the CIBSE Young Engineers Award – Graduate of the Year category.

HM highlighted opportunities gained through the award, including attending the ASHRAE Winter Conference in Orlando, contributing to the *CIBSE Journal*, joining the CIBSE Engineering Futures panel, and judging the Graduate of the Year category for 2025.

HM discussed key projects, such as leading a welfare refurbishment at Heathrow Airport, acting as MEP and mechanical lead on a multi-storey car park new build, and supporting accessibility-focused initiatives. She emphasised the importance of applying academic principles of occupant comfort to inclusive, real-world design.

Alongside project work, HM supports early-career development through biweekly “lunch and learn” sessions at AtkinsRéalis, which have grown from local initiatives to plans for national rollout.

HM closed by thanking Ewan Rose and Tim Dwyer for founding the Young Engineers Awards 30 years ago, recognising their impact on her career, and expressed enthusiasm for continued professional growth and future opportunities in the industry.

Ken Dale Award (William Holley – WH)

WH, a building services engineer at Bureau Hapled in Hamburg, Germany, provided an overview of his experiences as the 2024 Ken Dale Award recipient. [Ken Dale Travel Bursary](#)

WH’s project, “*Transition to Low Carbon Heat*,” focused on the integration of heat pumps into the built environment through a holistic, comparative study across Finland, China, and Japan.

WH emphasised the importance of understanding the heat pump industry from multiple perspectives, including political, environmental, and economic factors, and engaged with a diverse range of research partners, including academics, energy providers, manufacturers, and international associations.

WH highlighted key lessons from his research, including the importance of well-insulated buildings, stable electricity pricing, clear communication, user behaviour analysis, smart control systems, and the safe utilisation of natural refrigerants. He observed that there is no single solution for all buildings, emphasising the need to adapt designs to the specific needs

and usage patterns of occupants. WH noted opportunities for integrating heat pumps into industrial processes to reduce carbon emissions, citing practical examples from his visits.

WH concluded by expressing gratitude to CIBSE and Council Members for the Award, noting that the experience had provided fresh enthusiasm for engineering, opened doors to global collaboration, and contributed significantly to his professional development.

William's Report can be accessed here: [250730_Ken Dale Report_The transition to low carbon heat.pdf](https://www.cibse.org.uk/assets/250730_Ken-Dale-Report-The-transition-to-low-carbon-heat.pdf)

Society – CIBSE Patrons (Josh Emerson – JE)

JE provided an update on the activities and objectives of the CIBSE Patrons programme. He introduced the committee and encouraged members to join, highlighting that the Patrons scheme is open to a broad range of organisations, including consultancies, manufacturers, system integrators, developers, and end users.

JE outlined the key benefits of Membership, including participation in knowledge-sharing and networking events, support for young engineering talent through initiatives such as the STEM Ambassador programme, the Young Engineers Awards, and the 30 Under 30 programme, as well as funding support for “green shoot” events. He noted that membership fees are modest to prioritise community building and maximise resources for CIBSE activities.

JE confirmed that membership currently sits at 112 and highlighted some notable Members from across the sector and provided an overview of Patrons’ involvement in events and support for new initiatives throughout 2025.

JE concluded by encouraging attendance at an upcoming networking event at AECOM offices.

Group – Education Buildings (Richard Daniels – RD)

RD provided an update on the Education Buildings Group, which evolved from the former Schools Design Group to encompass design, maintenance, and operation of educational facilities, including schools, colleges, and universities. The change followed a membership survey that supported broadening the group’s remit. RD shared that The Group includes architects, engineers, and representatives from the Department for Education (DfE). RD noted that key focus areas include sustainable and holistic building design, incorporating biophilia, neurodiversity, and energy-efficient technologies.

RD highlighted the Group’s collaborative approach, including joint meetings with the Simulation Group. Publications remain central to the Group’s activities, with the forthcoming update of TM57 *Integrated School Design* expected in July.

RD shared that the group continues to encourage cross-professional participation and is developing initiatives in partnership with other Special Interest Groups, such as the Controls Group.

RD emphasised the importance of both new-build projects and retrofit or renewal of existing buildings, noting that future group activities will include guidance and events focused on retrofitting while maintaining safe, healthy, and sustainable learning environments.

Council Members were encouraged to join and engage with the group.

Region – UAE (Imran Shaikh – IS)

IS provided an update on the activities and developments of the CIBSE UAE recently renamed MENA Region. IS highlighted the region's growth over the past decade, evolving from a chapter to a full regional committee.

IS noted that key strategic priorities include policy and advocacy, community engagement, and collaboration with industry and academia.

IS shared that region has established multiple subgroups, focusing on areas such as data centres, decarbonisation, net-zero, regenerative design, and student engagement through design competitions across 13 universities. IS noted the importance of developing local technical expertise and leveraging CIBSE's global reputation to deliver value and impact.

IS shared that the committee has also advanced the development of regional guidelines, including the launch of TM65 UAE, and hosts regular CPD seminars and technical events.

Membership growth and increased engagement via social media were highlighted, with a 152% increase in followers and over 234,000 impressions since June. IS emphasised the importance of linking industry, students, and technical experts to foster knowledge sharing, innovation, and sustainable practices in building services within the UAE region. Upcoming initiatives include CIBSE UAE Week, with activities planned to enhance professional development, technical learning, and regional collaboration.

Q&A – (Vince Arnold – VA)

VA co-ordinated a Q&A Session for Council Members

Question: Will CIBSE guidance, events, and training evolve to have global relevance?

Response by AM: CIBSE aims to expand outputs globally through collaboration with international institutions, including co-produced guidance documents.

Question: Does CIBSE plan to increase research grants

Response by AM: As membership grows, the research fund will grow proportionally, providing increased funding opportunities over time.

Question: How can CIBSE avoid reinventing initiatives already undertaken by other institutions and maximise volunteer contributions?

Response by RC/AM: CIBSE regularly communicates and collaborates with other engineering institutions and professional bodies; ongoing outreach aims to improve awareness of existing initiatives and foster joint efforts.

Question: Why doesn't CIBSE offer contract or dispute resolution services similar to other institutions?

Response by RC: Currently, CIBSE does not provide these services. The Board will consider the feasibility, but careful consideration is required regarding scope, liability, and the strategic objectives of the institution.

Question: Could CIBSE do more to consult end-users and clients to ensure guidance and services meet their needs?

Response: The Board agreed that expanding engagement with clients and end-users, potentially via roundtables or consultation forums, would be beneficial.

Observations by Mike Burton: Some members noted that they are not fully aware of international collaborations or ongoing initiatives.

Response by RC: The Board acknowledged the need for improved communication to keep Members informed of technical, international, and policy activities.

AOB

VA thanked Council Members for their questions and opened the floor for AOB. With no additional items raised VA took the opportunity to personally thank all volunteers for their contributions and efforts over the year.

Next Council Meeting: 25th February 2026

Appendix 1

CIBSE COUNCIL 2025- 2026

President

Vince Arnold

President Elect	Dave Cooper		
Vice Presidents	David Stevens	Mike Burton	Mark Walker
Hon Treasurer	Les Copeland		
Immediate Past President	Fiona Cousins		
Elected Members of the Board	Vincent Ma, Ted Pilbeam, Peter Anderson, Aleksandra Krstanovic, Dejan Mumovic		
Qualified Specialists	Edith Blennerhassett, Eimear Moloney		

Elected Council

<i>To Retire 2026:</i>	<i>To Retire 2027:</i>	<i>To Retire 2028:</i>
Peter Anderson	Jon Belfield	Darren Coppins
Aleksandra Krstanovic	Geraldine O'Farrell	Sophie Parry
Emeka Osaji	Jennifer Cox	Bobo Ng

Appointed Council

Past Presidents	Adrian Catchpole, Kevin Mitchell		
Young Engineers Network	Max McCone	Nominations Panel	Tony Day (Vice Chair)
YEN Mentor	Andrew Saville	WIBSE	Jessica Glynn
EC(UK)Board Rep	Andrew Rowe	Fellows Network	Mike Burton
Engineer of The Year	Volkan Doda		

Standing Committee Chairs

ET&M	Andrew Rowe		
Technology	Rob Redfern	Prof Conduct	Doug King
Knowledge Management	Eimear Moloney	RLC	President Elect
EDI	Immediate Past-President	Groups and Societies	President

Society Representatives:

Society of Light and Lighting	Kristina Allison	Society of Public Health Engineering	Mike Carter
Society of Digital Engineers	Michael Bartyzel	Society of Vertical Transportation	Mike Bottomley
Society of Façade Engineers	Kenneth Zammit	CIBSE Patrons	Josh Emerson

Group Representatives:

ASHRAE	David Green	HVAC Systems	Philip Draper
Building Simulation	Ben Abel	Intelligent Buildings	Yangang Xing
Heat Networks	Huw Blackwell	IT & Controls	Jon Belfield
Daylight	John Mardaljevic	Natural Ventilation	Christopher Iddon
Electrical Services	Leon Markwell	Resilient Cities	Darren Woolf
Energy Performance	Emeka Osaji	Education Buildings	Richard Daniels
Facilities Management	David Stevens	Sustainability	Katie Clemence-Jackson
Healthcare	Mark Walker	Data Centres	Austin Williamson
Heritage and Retrofit	Andrew More	Homes for the Future	Tom Lelyveld

Regional Representatives:

Australia and New Zealand	Mark Davie	North West	David Glover
East Anglia	Luke Goldfinch	Northern Ireland	Conor Gallagher
East Midlands	Simon Maher	Republic of Ireland	Laura McMahon
HC North East	Dave Perry	Scotland	Damien Kane

HC North West	Dimple Rana	South Wales	Ian Thomas
HC South East	Steven Peet	South West	Carla Bartholomew
HC South West	Ruth Tatanga	Southern	Chris Hodgson
Hong Kong	Ethan Poon	West Midlands	Anil Chandla
Merseyside and North Wales	Daniel Whitley	Yorkshire	Graham Etherington
North East	Neil Rooney	UAE	Imran Shaikh