

# Lifts Group

Minutes of the CIBSE Lifts Group Executive Committee  
11 February 2014



## PRESENT

Gina Barney (Events Organiser)  
John Bashford (Chairman)  
Michael Bottomley (Treasurer)  
Dave Cooper (Lift Academy)  
Elizabeth Evans (Publicity)  
Len Halsey (Vice Chairman)  
WeeChuan Lim (Visitor)  
Phil Pearson (Committee Member)  
Richard Peters (Secretary)  
Adam Scott (BSI Representative)

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## APOLOGIES

None

## DISTRIBUTION

Those present and web site  
Dr Ken Butcher (CIBSE), Nyree Hughes (CIBSE)

## **1. Welcome and apologies**

The meeting was opened by JB.

## **2. Minutes of previous meeting**

The previous minutes were reviewed and accepted without amendment.

## **3. Matters arising**

There were no matters arising not on the agenda.

## **4. Events**

RP would give a summary report of 2013 activities at the AGM.

GB reported there had been 38 people at the AGM, 41 people at the March Annual Seminar and 21 people in Manchester. There had been 32 people for the Paternoster visit.

The AGM following this meeting will lead onto a presentation on LOLER by GB, Richard Hulmes and Anthony Taylor.

PP and WL will assist with GB in organising upcoming events.

PP/WL

EE reported that there had been 95 people at the Lift & Escalator Symposium and 22 people at the Traffic Analysis forum in Northampton. RP confirmed that the next Symposium will be 25 to 26 September 2014. It was agreed to run EN81 and Guide D Section 3&4 workshops on 24 September. An exhibition is planned for 2014, but it was agreed that in 2015 there would be no commercial exhibition.

RP/EE

## **5. Publicity**

EE reported that we had contact with the lift industry trade journals, and also the IET/CIBSE journals. The report of 2012/2013, paternoster visit and the Symposium had been widely reported. Lift & Escalator Symposium papers are also being republished.

## **6. Lift Academy**

DC thought that there was now demand for Lift Academy events. CPD material would be useful. Perhaps it could be included in the CIBSE Journal? GB and DC to work together to progress.

GB/DC

It was felt that the apprenticeship support from government was mostly aimed at big companies. We could encourage LEIA to be an umbrella body.

DC

## **7. Treasurer's report**

The accounts had been circulated prior to the meeting. A copy is attached to the AGM minutes.

The accounts were approved for presentation at the AGM.

RP will sell the remaining copies of CIBSE branded BS 7255:2012 via the web site.

MB now is now a signatory on the Lifts Group account.

RP

## **8. Standards and Regulations**

AS will provide a report of the MHE/4 meeting 12 February (attached to AGM minutes).

AS is disappointed as the lack of comments received when information is circulated to the Lifts Group.

## **9. CIBSE Guide D**

GB reported that the Guide D 2015 edition will have a streamlined timetable. The first meeting will be on 12 May 2014, with the document handed over to CIBSE in June 2015 for publication later that year. Ken Butcher will be the editor.

## **10. AGM Elections**

It was agreed to propose the following people as officers at the following Lifts Group AGM

Chairman, John Bashford (also responsible for Exhibitions)

Vice Chairman, Len Halsey

Secretary, Richard Peters

Treasurer, Michael Bottomley

BSI Representative, Adam Scott

Events Organiser, Gina Barney

Publicity, Elizabeth Evans

Lift Academy, David Cooper

Events, Phil Pearson

Events, WeeChuan Lim

PH and WL would be supporting GB organising events. WL would work with RP with respect to videos of events.

## **11. Next meeting**

Then next Lifts Group Executive/AGM and Evening Meeting will be on Tuesday 10 February 2015.