



Council Meeting Minutes

Held on Thursday 09 June 2022, by Microsoft Teams.

Welcome from the Chair

The Chair, Kevin Mitchell, opened the meeting and welcomed new members who were joining us for the first time. Kevin acknowledged the time and effort put in by all members of Council to contribute to CIBSE and thanked them.

Minutes of the last meeting

The Minutes were approved as a correct record of the meeting, subject to the correction (by email) that Andrew Rowe had attended.

Update on matters discussed at earlier meetings

Regional Liaison Committee

Hakeem Makanju explained how the regional report focused on the need to maintain hybrid events, in light of the rising cost of venues. The 125 Challenges were also covered, followed by an update on the website, and then a YEN update on the technical event followed by the evening gala. There was a discussion about the Benevolent Fund, as well as breakout groups considering the 2025 strategy. A podcast is being developed for the region, and there will be social media training to go with it.

Groups and societies

There was strong participation and engagement from everyone able to make the meeting. The meeting started with a brief update to the 125 challenges.

Julie Godfrey then gave an update on the Climate Action Plan, a key area for the institution to focus on. Andrew Krebs gave an update on a proposal to set up a new group looking at the security of building services (covering cyber security as well as physical security).

Update from the Society Chairs

SLL – Andrew Bissell

SLL recently held their AGM, Presidential Address, and election of officers in Manchester, with the location providing a good opportunity for networking. All the regular awards were presented on the evening.

Key areas of focus include: educate and collaborate, a collaborative project relating to dark skies, and gaining an understanding the career journeys which the next generation are taking and how they can be helped along that journey.

ILEVE – Dean Greer

The Group has not yet held their AGM. They have nonetheless developed a plan based on their long-term objective to provide a working environment free from airborne contaminants, and so making working places is safe for people. The plan is based on the following key areas: Membership, Technical, Education, Marketing and Communications, and Environmental issues.

SDE – Andrew Krebs

The AGM was held the previous evening, and led to some changes in the executive roles. The future focus is based around: consultation with members, improving membership and creating a presence in the industry.

Patrons – Scott Mason

During the AGM the patrons introduced a new vision document with strategic pillars of: knowledge, collaboration and networking, and talent. The idea is to use these ideas to help spread the word about what Patrons is and what it can do for the rest of CIBSE. The depth and spread of membership of Patrons means it can be drawn on as a pool of expertise and information. The plan now is to develop some kind of handbook, wiki or guide as a directory of information.

Patrons support a wide range of activities, and are open to consider any projects that fall in line with the strategic pillars. “Supported by Patrons” allows sponsorship of events like B2P and YEA’s.

CIBSE 125 Challenges

The two overarching goals are:

- For us all to pay forward the support we have received to the next generation
- To learn and share how Building Services Engineers are key in the transition to net zero and in fighting climate change

The intention of the 125 Presidential year is to gain some momentum behind the goals by encouraging people to take up the five challenges, as below. Success would mean that our voice was heard loud and clear. However, there is still work to do to determine the metrics for measuring our work on these challenges, on which we will report back at future meetings.

Celebrate - your building services icon

Celebrate those individuals, inventions, company, project, technique, technology, publication, group or mentor who has stood out to you as an icon, inspiring you to enter Building Services Engineering or at other points in your career.

Feedback from breakout group

There can be icons for individuals, as well as icons for CIBSE. The latter could include the founding members of the original constituent bodies of the Institution. Icons can also include buildings, and whilst many of these will be recent and of modern design standard, there may be a surprising number of icons for older buildings, for example the hidden wonders of engineering of the Victorian age. Icons could also include documents, (with some earlier design guides having particular status), and even projects. Historical icons may raise the challenge of lack of diversity though.

People agreed on the benefits of posting on social media, and welcomed the idea that there was going to be training and support provided for this. It was recognised as important to share the correct hashtags and consistently use the name of CIBSE.

Inspire - future engineers

Help to inspire young people to consider a career in engineering or Building Services Engineering. Raise the profile of Building Services Engineering as a career option for those at secondary school through colleges and universities, engaging them with engineering early and showing them what opportunities a career within our industry can offer.

Feedback from breakout group

Everyone will have their own personal story of what inspired them as an individual, and this led to discussion of how to reach different groups and audiences so as to inspire them in turn. For school children, characters and role models can help to inspire, and we need to work on finding them, and making them exciting and interesting so that people want to engage. Secondary school children will be a key target as they are going through their A-levels and thinking about higher education. University students are also key because decisions around specialisation come at that stage. Mid-career conversations are also important, since people can join the industry from a diversity of other sectors, e.g from the automotive sector. So we need to understand the entire career path, and what motivates people come up which will certainly include financial reward.

There is inevitably competition from other industries, and we need to find ways to make building services appealing. There is no one-size-fits-all style of communication, so the messaging needs to be tailored to the specific audiences. Communication tools are also important, and younger generations may interact well with social media and video in particular. Personal stories are again important, and part of the link with social media. Our work on climate change can certainly have appeal as part of “saving the world”.

Boost - development of an early-years engineer

Help support and boost the development of early career engineers ensuring they continue to develop, stay motivated and engaged and are supported through their learning journey.

Feedback from breakout group

A key priority to ensure we achieve this aim is to stay relevant; is the brand sufficiently diverse and inclusive? The core might always be engineering, but there will be related and allied professionals who we also need to appeal to.

Another area is providing support, and we need to ask what people want of us and what we can provide. CIBSE can offer specific skills by allowing people to get involved in its committee structure, and that may also help with soft skills which are required in the workplace. CIBSE can also provide a platform, so if we can invite more early year professionals who are strong in certain topics to give presentations for example, that will boost their confidence and skills, and raise their profile.

There was a question raised about accreditation, and its apparent link with seniority and pay awards. Maybe this is the wrong focus, and whether this stifles innovation and does not sufficiently encourage early career engineers.

Share - your building services story

Everyone has their own story of how they came to Building Services Engineering, whether through University, Apprenticeship or other route. Each journey is unique to the individual and will resonate with someone, sparking their interest and imagination.

Each story is important and relevant. By sharing your story about how and why you became a Building Services Engineer, what inspires and engages you, you could sow that seed in someone else so that they can see their own potential as an engineer.

Feedback from breakout group

Personal stories show that people end up in disciplines like building services for a variety of reasons. These are sometimes “accidental”, maybe without great knowledge or understanding of what building services actually is, and a curious mindset can help to progress the career path.

One way to make building services appealing is to look at it through the lens of “places you will go”, which could include a range of iconic buildings and destinations, and whole range of experiences whilst on site. Another area of appeal is the fascination with how buildings actually work, and understanding what is going on in the back end of all sorts of buildings. Different sectors can lead to working on a range of buildings, with the interest of getting to know for example how hospitals work.

The Hong Kong group raised the amount of work that had been going on during the COVID pandemic to explain how buildings work with respect to ventilation and other precautions necessary during lockdown. This gained considerable traction in the media.

Engage - with your peers to share knowledge & fight climate change

As Building Services Engineers our work is essential to ensuring buildings are safe, comfortable, healthy, sustainable places to live and work. Share your knowledge and experiences about how your work is driving the move to net zero and positively impacting climate change.

Feedback from breakout group

The group considered that there was already fairly widespread engagement, such as on the net 0 carbon building standards group, the engineering council, and many other industry wide groups. There may be scope to engage more with consultations, add this raised the question of whether we raise our profile sufficiently and ensure that we get our message across. Ventilation and COVID were again thought to have raised our profile, and our work on climate change and net zero again offer opportunities to raise our profile more in the future.

The group wondered if there was any benefit to having our events all in one place on our website, so that people can quickly see the full range of events. Perhaps more could be done to foster peer-to-peer collaboration, with potential platforms for disseminating information, and allowing questions to be submitted, with experts giving answers.

The question was raised as to how to appeal to other disciplines, and perhaps draw people in from other institutions to attend our events. Likewise, can we be clearer which of our technical guides are suitable for other disciplines beyond building services, and publicise them accordingly, for example so that we could get them into the hands of architects?

Chief Executive's Report

Ruth Carter, CEO, echoed the words of the President in welcoming everyone to Council, and especially new members coming for the first time. There has been considerable work in recent years on the format of Council meetings to make them more engaging, interactive and enjoyable, and the discussion and feedback from the breakout groups on the 125 challenges demonstrated that we are well on that journey.

A busy year started with the main CIBSE AGM, and the inauguration of our President. This was our first hybrid AGM. Those of you who attended personally benefited from the opportunity for networking, whilst having the online message meant that we could spread our word even further, and we covered 14 different time zones around the globe with that event.

The main AGM triggers all of the other AGMs of all our Societies, Groups and Regions and over the last 6 weeks the team at 'CIBSE Central' have been involved with supporting nearly 50 other individual AGMs.

The Building Safety Act has dominated our world over the past few months, offering both new challenges and opportunities. Otherwise, performance over the last year has been strong, with

CIBSE being the only one of the top six engineering institutions to have seen any year-on-year growth, coming in at 2.4%. In fact some of the others have shown significant decreases.

Key priorities for the year ahead include:

- **Membership growth:** an important piece of research is progressing to map and scope the extent of the building services community so that we can get a genuine understanding of what this size of the institution should be.
- **The Voice:** the work of CIBSE impacts on so many areas of day-to-day life, so making sure we really get our message across is another area of focus; everyone relevant should know who we are. The 125 challenges offer a great framework for doing that. And whilst our brand is strong, we need a strap line which describes us better, and demonstrates what we do, as much as who we are.
- **Commercial activity:** we need to be able to fund our activities, and ideally do that in a way which complements our membership income. We are putting time and effort into developing those commercial activities, such as training, publications and events.

Matters for Discussion

Membership and Plans

Laura Webb gave an update on recent activities and membership plans against the strategy for the end of 2024, (as per the PowerPoint presentation). The targets were:

- Increase total membership by 3% on all levels of membership and 6% on MCIBSE by end 2024 (on 2020 levels). Nb, these targets were set pre-pandemic.
- Harmonise grades of membership within CIBSE Societies to ensure they assess competence and provide a route to corporate CIBSE membership.
- Enhance/streamline application process, including implementing an online application process for all grades of membership.
- Attract increasing numbers of talented people from broader engineering, science and informatics backgrounds.
- Recruit more interviewers and increase numbers by 50%.
- 20% increase in the level of engagement from members.

Within the next couple of weeks, we should receive the results of the comprehensive membership research. This should elaborate on the full potential for membership growth in the UK marketplace.

With respect to the membership projects:

- We have made good progress on developing exemplar competences for the Societies to ensure they have an obvious route to CIBSE Corporate Membership and Engineering Council registration.
- For Groups, there is more work to be done to incentivise the pricing model.
- We have just established membership champions for Regions.
- For careers pipeline, we have been doing a lot of work on End Point Assessment and OFQUAL.

As of the date of the Council meeting, membership reached 21,120.

In addition to the emphasis on membership growth, that is plenty of work around the underpinning standards, including:

- We have a project aligning our two alternative routes to membership.
- This year we have been moderating our interviews.
- Working on the Building Safety agenda for the launch of UK-SPEC HRB (Higher Risk Buildings), a contextualised register to sit with the Engineering Council.
- Chartered Environmentalist may be taken forward in the context of net-zero carbon target.
- CIBSE has become a registered assessment body in Queensland, Australia.
- We are looking to revise our CPD standards later in the year, and plan to mandate CPD for net-zero.
- We now have four end-point assessment standards, regulated by Ofqual.

Engagement is another key strategic pillar of the membership strategy. By the end of 2024 we want to fully define the levels of engagement and come up with key performance indicators around understanding why members volunteer, and how we can better reward them, whatever the level of contribution.

Diversity and Inclusion

Kevin Kelly gave an update on plans, noting that inclusivity has been an essential part of our community, and Council plays a key role in discussion and dissemination of the message. The Inclusivity Committee has now been formed as a standing committee reporting directly to the Board, with the aim of ensuring that CIBSE is a warm and welcoming community. It has four sub panels: women in engineering, LGBTQ+, minority ethnic groups and neurodiversity. All of these are open to Council members to get involved with at any time.

Policy and Legislation

Hywel Davies gave an update on legislation and policy broadly, covering building safety as well as the net zero carbon target (nb - much of this is covered in the Council Report on the website). The Building Safety Act is now on the statute book and runs to 171 sections plus 11 schedules. It is expected to generate as many as 30 new sets of secondary regulations. This is happening at the same time as new climate change legislation plus new approved documents L, F, O and S, all coming fully into force next week on the 15th of June. It is believed that work will start shortly on the future home standard and the future building standard, And the timetable is likely to be affected by the deliberations of the Climate Change Committee over summer. There is also ongoing work on digitalization and modularisation, and off-site fabrication, with all being pushed hard by the government department BEIS.

A key point to emphasise is that the Building Safety Act is going to drive significant change. The Building Safety Regulator is being set up within the Health and Safety Executive. The approach of the HSE is expected to be that they require demonstration of compliance in terms of how a building meets the functional requirements of the Act. This will constitute a new approach to building safety, and the industry needs to prepare itself for that. All building control professionals will need to be on a register run by the HSE.

There are likely to be multiple consultations on the development of the secondary regulations. Significant work will be required by CIBSE to input our views at an early stage.

The Fire Safety Act 2021 has just been brought into force and comes with far more comprehensive rules for fire risk assessment.

Board Q&A

Mike Smith asked about funding from the Engineering Council to help us recruit more members, and which had specific targets attached. However, there was no recollection from other attendees, and Mike Smith agreed to see if he could find some specific evidence of what he was referring to.

George Adams asked how we should address the issues raised from the engineering competency steering group (which the Engineering Council reports on), into the building industry continuing to be disjointed. Specifically, the question was about what role engineering could play to bring together the industry to improve. Kevin Mitchell responded that as an industry we respond in very many cross-sectoral groups, such as CIC and Engineering Council, and that will continue to be the mainstay of our approach. There is scope to collaborate further with architects, through organisations such as RIBA and CEAT.

- Meeting ended -

Attendance

ADAMS George
Adrian Catchpole
Andrew Bissell
Andy Sneyd
Antony Day
Andrew Rowe
Burton, Mike
Clarke, MaryAnn
Colin Ashford
Curran, Michael
David Hughes
Dean Greer
DeBoeck, Tom
Doug King
Fiona Cousins
Geoff
Jim Kinnibrugh
Juliet Rennie
Katie Clemence-Jackson
KellyWaskett, Ruth
Kevin Mitchell
Kevin Kelly
Krebs, Andrew
Laura Mansel-Thomas
Laura Webb
Lelyveld, Tom
Leon Markwell
Les Copeland
Lionel James
Mahroo Eftekhari
Hakeem Makanju
Maria Spyrou
Mike Smith
More, Andrew

P L Yuen
PastorPenalba, Gonzalo
Peter McDermott
Peter PRENTICE
Sanjay Modasia
Scott Mason
Steven Peet
STEVENS, David
Susan Hone-Brookes
TAYLOR, Gemma
Ted Pilbeam
Vince Arnold
Xing, Yangang

Staff

Clare Bott
Desiree Blamey
Hywel Davies
Laura Webb
Ruth Carter
Simon Festing
Simon Parker
Roisin Sweeney
Mickayla Senior