

Council Meeting Minutes

Held on Friday 13 October 2023 at Balham and online

Welcome from the Chair

CIBSE President, Adrian Catchpole, opened the meeting and welcomed members, guests and new members of CIBSE staff:

- Anastasia Mylona, Technical Director
- Melissa Drayton, Director of Marketing
- Claire Aizlewood, Head of Sustainability

Minutes of the last meeting

The Minutes were approved as a correct record of the meeting of 29 June 2023.

Built Environment Futures

Vice President, Fiona Cousins (FC), outlined the progress made since the Board had discussed looking at Building Performance in the Future at the Board Strategy Day in May, considering what CIBSE might and should do, with a clear emphasis on getting engagement from members in order to examine what might happen in future, and how CIBSE could help members to prepare for it. Also, to recognise that it is necessary to develop strategic insight because there are many places and ways that CIBSE represents or where it is represented in broader conversations about construction. It is therefore necessary to inform such conversations and to help to reframe the industry understanding of high performance.

One of the best ways to achieve such insight is to use 'Foresight' – a kind of futuristic thinking which has been trialled at a pilot workshop using staff, Knowledge Management Committee (KMC) members and others to determine whether it would be worthwhile as well as enjoyable and helpful - which it was. An abbreviated version of the workshop would therefore now be run at Council to give everyone a 'taster'. The Board will then look at how to take the process forward as part of an ongoing project to change the conversation about Building Performance.

FC then handed on to Charlie Warwick (CW) who introduced herself as a member of Arup's Global Foresight Team and explained how the next hour would involve Council in interactivity and audience participation, with everyone present encouraged to be open-minded for the diverse perspectives and future predictions and assumptions that would result, and could later be discussed.

Council members then accessed mentee.com and answered questions on what would be true or false in 2040. Analysis of responses quickly demonstrated that when talking about long-term futures there are no facts to allow accuracy of prediction: everyone brings their own perspectives, assumptions, biases and experience to such exercises. Members then split into groups and produced post-it notes with their discussed and agreed Highest Impact and Highest Uncertainty factors (see attached template of all the mappings that was produced after the meeting). Despite the limited time available, it was noted that the Groups had found similar factors relatively easy or difficult to assess and position.

CW subsequently provided the following comments on the most interesting aspects that emerged from the exercise, discussion and template of the mappings:

This (the Foresight Group Mappings) is definitely worth circulating with your colleagues for comment/reflection – what's most interesting to me as a Foresight practitioner are the following:

- *Issues relating to climate, weather and resources are universally highly ranked on the impact axis, but are ranging in certainty from group to group. Is that because of differences in opinion on the likelihood of climate change, the severity of it, or what it means for the design and use of buildings?*
- *Some groups concentrated their mapping in one corner of the template – suggesting they might not have critically engaged with the question of relativity. Appreciate we didn't have a huge amount of time for this*
- *Really encouraging to see ideas of social value and social sustainability featuring as a strong driver of change in conversations*
- *For the number of people we had in the physical and virtual room, this is a relatively narrow range of trends and phenomena (albeit not as limited as other groups I've run this with in the past!). If the same general set of forces are top of mind for the Council, what is it that CIBSE aren't thinking about (enough)? At a glance, economic conditions, regulation and emerging behaviours will be worth considering more*
- *Nothing CIBSE or built environment practitioners are doing featured on groups' maps as forces or factors of change – it tells you a lot about a group's sense of agency when everything impactful is an exogenous force. In my government days they often over-privileged their own agency, choosing policy change, regulation and state powers as most impactful. The key is to strike a balance between creating a sense of agency to effect change, whilst remaining honest about the context in which you're operating.*

In drawing the exercise to a close, FC commented that more than the allocated hour of time for this exercise was needed to move towards the positive aspects of what is happening and can happen, and how CIBSE can approach it. The next steps are for further engagement with the conversation that had been started with this exercise, to run additional workshops, and then for discussion with the Board to decide the constructive way forward.

NOTE: Members of Council are asked to look at the attached Template of all the mappings: Foresight group Mappings 13.10.23.pptx

Also attached for reference and information is Charlie Warwick's PPT presentation: Foresight Presentation 13.10.23.pptx

Please send feedback or comments to rcrowley@cibse.org and they will be forwarded.

RLC

Feedback from the RLC meeting covered:

- Stem Ambassadors: there are now nearly 147 STEM Ambassadors registered or ready to be registered. Target is to have 10 in every Region.
- Budgets and budgeting were discussed, with emphasis on the importance of Treasurers getting documentation in on time.
- BEN Fund: Regions are seeking to encourage members to opt in and contribute to the Fund when renewing.
- Social media: a separate meeting is to be held to discuss how best to utilise social media opportunities.

Societies and Groups

- Also discussed the planning and financial process for this year, noting that it is new for Groups and more structured for Societies.

- Also planning a separate meeting to discuss how best to utilise social media opportunities.
- Arranging a meeting for all Networks to share ideas and experience across challenges and opportunities.

Chief Executive's Report (RC)

- Performance: looking positive. Membership showing good growth based on well-structured thinking and development that recognises that CIBSE has a position on the global stage. Technical and Guidance again delivering record numbers and effective responses to policy and government changes. Commercial activities on track.
- People: Anastasia Mylona now in position as Technical Director after a rigorous recruitment process that demonstrates CIBSE leading by example (noted that there is no other female Technical Director across the PEIs). RC increasingly sensing that CIBSE has an Executive of which it can be proud, and that is delivering improvements that volunteers appreciate and recognise – for example, the membership changes led by Kathryn King and her team.
- Premises: the sale process of the Balham site is proceeding.
- Young Engineers Awards: held on 12 October and again demonstrated the quality of young engineers coming through.
- Presidents Awards Dinner on evening of Council: a highlight of the year at which many members of Council will be welcomed.

CIBSE Societies, Groups and Regions: updates on activities and initiatives

- **Society of Public Health Engineers (SoPHE)**

- Peter White, Chair of SoPHE introduced the Society, which is now 21 years old, explaining how the Industrial Associates and Contractors Working Group make SoPHE different to other Societies. The Industrial Associates are mainly manufacturers, with some specialist public health contractors, and provide invaluable financial support for SoPHE activities and initiatives.
- Membership numbers are steady: the COVID years had little impact, but also little growth since then. Do Public Health Engineers see the benefits of joining a group? However, members are enthusiastic and support activities such as: the Annual Technical Conference; the Planning Centre of Excellence which is driven by the Contractors Working Group and supports training of Level 3 apprentice plumbers; SoPHE YEN and Plumbing Centre successful and growing competition; annual dinners in London and Manchester; well-attended CPD events and workshops; and this year a summer networking event in the Walkie-Talkie building.
- SoPHE YEN also runs successful and valuable site visits.
- The print newsletter has been replaced by a quarterly electronic version, saving money and proving easier to generate.

- **Building Simulation Specialist Interest Group**

- Darren Woolf began by highlighting the need for more effective promotion of events in order to reach their full potential audience: the demand exists when the audience knows about the event, and the Group's Social Media Executive is working to increase and widen support.
- The Building Simulation Awards are the Group's major event, attracting a global audience and entries.
- The Group has 13,000 subscribers (up on previous year) and emailshots go to 8,600 (up 46% year on year) – proof that they are getting the message out to a wider audience.

- The Group's Blog is used to get presentations and slides up and available quickly, with events typically attracting 40-50 in person and 50+ online. Over 500 attended the Grow Your Knowledge webinar.
- LinkedIn and Twitter both used but considering other options to reach a larger audience.
- Other initiatives include discussions with BRE on the SBEM update; with the ASHRAE 209 updating team regarding use of calculations earlier in the design process; and continued development of training modules.
- **Yorkshire Region**
 - Pritpal Jandu described how Yorks Region has been 'vibrant' for many years but that communication remains the key to engaging with members and promoting initiatives, which include:
 - Pathways for future talent: the Region now sponsors King Edward School in Sheffield, as well as successfully motivating sponsors for another school; and actively supports the STEM Ambassadors Programme with a passionate team of committee members in support.
 - Working to make contact with staff and build relationships with Universities – for example, Bradford's new course in architectural engineering.
 - CPD seminars held in collaboration with other Groups, such as Electrical Services Group and Healthcare Group. The Region is actively making contact with all the CIBSE Groups and Societies, encouraging them to consider topics for events in the Region and then organising the event and delivering audience.
 - Promoting the profession including seeking media coverage (and TV interview) to explain the importance of Building services Engineers and what they do.
 - At the conclusion of Pritpal's presentation, Adrian Catchpole expressed his appreciation of the way in which Pritpal had driven the activities and impact of the Yorks Region, and presented him with a Certificate of Presidential Commendation in recognition of his achievements.

Departmental and Policy Updates

- **Membership and EPA Update**
 - Richard Goldsbrough updated Council on:
 - High rise Buildings Regulation: CIBSE has been working towards achieving the new Engineering Council Licence for CMS for High Rise Buildings and should soon be receiving it. Details are already on the CIBSE website, and the aim is to have Assessors in place soon after the Licence is received.
 - Professional Conduct Committee: is looking for two new volunteers to replace retirees. The Committee meets three times a year and is very important in handling any complaints received. Council members are asked to consider applying.
- **CIBSE Technical Team and Plans**
 - Anastasia Mylona shared her vision of the role of the Technical Team:
 - Supporting the Institution and its members
 - Creating a body of knowledge that is accessible to the full membership
 - Maintaining the status of CIBSE Guidance (Knowledge)
 - Three new members have joined the Team:
 - Claire Aizlewood, Head of Sustainability
 - Zoe Degruiser, Head of Research
 - Divya Chavda, Technical Co-ordinator
 - Current projects included:

- Build2Perform Technical Programme
 - Leading role in the development of the Net Zero Carbon Building Standard – part of an industry collaboration.
 - Expanding TM65 and world carbon methodology: working with ASHRAE to develop for America and Canada; also with UAE and Hong Kong
 - Cross-industry collaborations including Net Zero Carbon Building Standard, building on existing relationships, encouraging new ones, working with product manufacturers and others on carbon calculations, whole life carbon analysis.
 - Greater involvement, support and co-ordination for the work and outputs of SIGs and Societies.
- Key topics for the short-term include:
- Electrification of heat
 - Sustainable cooling solutions (air conditioning is not the only solution)
 - Resilience of the built environment to climate change
 - Circular economy
 - Regulatory changes

AOB

- Andrew Bott asked if and how CIBSE was responding to AI and design. Hywel Davies (HD) advised that it is being worked on, and that rather than resist it – as some advocate – CIBSE is looking to find solutions and guidance for members. HD commented in conclusion that, if there is a significant problem with a building, it will be the designer who will be sued, not ChatGPT.

In conclusion: the President thanked all those attending for their contributions and closed the meeting at 1600.

Date of Next Meeting

22 February 2024