

Lifts Group

Minutes of the CIBSE Lifts Group AGM 2 February 2022



**The Chartered Institution of
Building Service Engineers**

222 Balham High Road

London SW12 9BS

Telephone 020 8675 5211

Facsimile 020 8675 5449

www.cibse.org

PRESENT

Refer Registered Attendees list.

APOLOGIES

David Cooper
WeeChuan Lim

DISTRIBUTION

Those present, apologies and web site

1. Welcome and apologies

The meeting was opened by AS.

2. Minutes of previous meeting

The previous minutes were reviewed and accepted without amendment.

3. Matters arising

-

4. Report for 2021

RP presented a summary of the activities for 2021. The slides for this presentation are attached to these minutes.

5. AGM Elections

There had been no new officer nominations received following the AGM announcement. The following will remain for the 2022 Executive:

| | |
|-------------------------------------------------------------------------|--------------------|
| Chair & BSi Representative | ADAM SCOTT |
| Vice Chair | MICHAEL BOTTOMLEY |
| Secretary | WEE CHUAN LIM |
| Treasurer | RICHARD PETERS |
| Events Organiser (North of England) | PHILL PEARSON |
| Events Organiser (South of England) & Technical Editor CIBSE Guide D | GINA BARNEY |
| Event Exhibition | JOHN BASHFORD |
| Training Development | DAVID COOPER |
| Press & Publicity | PHIL PEARSON |
| LEIA Representative | NICK MELLOR |
| University of Northampton Representative | STEFAN KACZMARCZYK |
| SAFED Representative | VINCE SHARPE |
| International Representative USA | RORY SMITH |
| International Representative AU | JOHN CARROLL |

6. Events in 2022

GB reported that the Executive were planning the following seminars/events:

- Seminar and AGM 02 Feb 2022.
- Firefighters and Evacuation Lifts, 7 June 2022 (Manchester)
- Lift and Escalator Symposium, 21-22 September 2022
- Annual Seminar, 29 November 2022 (London)
- Evening Meeting and AGM (7 Feb 2023)

RP reported that the Symposium on Lift & Escalator Technologies will be held in person and online in 2022. 13 papers confirmed, will be a full programme. Registration is LIVE

Full details of these events and instructions on how to book will be posted on the web site www.cibseliftsgroup.org .

AS extended an open invite to the group to suggest topics for future seminars.

7. Education, Training and CPD

AS: Highlighted the changes to the CLG website with more information and knowledge sharing focus posted over the past year. developing the CLG website as a source of information. (Link to CLG Learning Portal: <https://www.cibse.org/lifts-group/learning-portal>)

GB: we have posted a number of youtube clips on the CLG pages for easy access. (Link to CLG Seminar 01: “Fire Fighters and Evacuation Lifts” <https://www.cibse.org/Lifts-Group/Learning-Portal/Presentation-and-Videos/CLG-Seminar-2022>)

GB reminded the need to maintain CPD records. Approx. 10% of members are randomly selected to formally present their CPD records. If members fail to provide the records, they will be referred to the professional conduct committee (which GB is part of) and may be removed from the institution.

AS: training and education/knowledge will come into focus off the back of the upcoming Building Safety Bill. More formal requirements to demonstrate competence to practise will be likely.

8. Treasurer's report

A copy is attached to these minutes. Donation to the LES Education Trust to answer appeal when the LES was cancelled.

RP: not much activity in the past year. RP banked in £1 to keep the account open. have to rethink the account moving forward as HSBC has started charging monthly. Expect a significant addition from the proceeds of the 2 Feb 2022 Seminar with strong attendance.

9. Standards and Regulations

AS: Usually GB and AS will report the updates by this year. But the MHE/4 meeting this year was held 3 Feb 2022. Particular focus on updates to Fire fighters/ evacuation BS9999, BS9991 and EN 81-76.

Notes have been appended.

GB: Nick Millar (LEIA) and GB reviewing the BS7255.

10. Any other business

Nick Mellor highlighted:

- a. "Lift Apprenticeship End Point Assessment Organisation" is approved by Ofqual as of 30 Dec 2021, which a huge accomplishment. Will be offering first assessment in Spring 2022.
- b. LEIA wants to put strategy to the board. To do more for training but is constrained by the lack of people with the skill sets and expertise. If anyone wants to get involve with training. Please get in touch. GB: LEIA members should refer to the CLG material. NM: want to resource the initiative so as to explore in more depth.

11. Next meeting

The next Lifts Group AGM and Evening Meeting will be on 7 February 2023 (confirmed details + information of the seminars mentioned above, will be available via CLG events page. <https://www.cibse.org/lifts-group/events>)

12. Close

AS: Thank you for the support and being members of the CLG. If anyone is interested and are not members, please encourage them to. It is free to join. The purpose is to share any useful information upskill and to share knowledge.

END

Annual General Meeting

2 February 2022





CIBSE Lifts Group Annual General Meeting

2 February 2022

Agenda

1. Welcome and apologies
2. Minutes of previous meeting
3. Matters arising
4. Report for 2021
5. Election of officers
6. Events in 2022
7. Education, Training & CPD
8. Treasurer's report for 2021
9. Standards and regulations
10. Any other business
11. Date of next Annual General Meeting

**WELCOME
AND
APOLOGIES**



**PREVIOUS
MINUTES
AND
MATTERS
ARISING**



Lifts Group

Minutes of the CIBSE Lifts Group AGM 4 February 2021



The Chartered Institution of
Building Service Engineers

222 Balham High Road

London SW12 9BS

Telephone 020 8675 5211

Facsimile 020 8675 5449

www.cibse.org

PRESENT

Richard Peters

Adam Scott

Gina Barney

Philip Pearson

Alan Cronin

David Cooper

Dominic Dawson

Duncan Jones

Elizabeth Evans

WeeChuan Lim

James Ferrar

John Bashford

John Naylor

John Tyson

John-Paul Phillips

Jonathan Beebe

Michael Bottomley

Mike Turner

Nick Mellor

Paul Davidson

Paul Johnson

Steve Aitken

Steward Proctor

Troy Leach

APOLOGIES

Stefan Kaczmarczyk

Len Halsey

Rory Smith

John Carroll

1. Welcome and apologies

The meeting was opened by AS.

AS gave a tribute to the late Ian Jones. A minute's silence was held.

Apologies received were noted.

2. Minutes of previous meeting

The previous minutes were reviewed and accepted without amendment.

3. Matters arising

Following last year's discussion about not publishing an AGM attendance list because of GDPR, RP advised that CIBSE were happy for us to publish the attendance list if those present agreed. All present agreed.

4. Report for 2020

RP presented a summary of the activities for 2020. The slides for his presentation are attached to these minutes.

5. AGM Elections

The following people were proposed and elected unanimously as officers for the Lifts Group:

Chairman & BSi Representative, Adam Scott

Vice Chairman, Michael Bottomley

Secretary, WeeChuan Lim

Treasurer, Richard Peters

Events Organiser (North of England), Phil Pearson

Events Organiser (South of England) & Technical Editor CIBSE Guide D, Gina Barney

Event Exhibitions, John Bashford

Training & Development, David Cooper

Press & Publicity, Phil Pearson

LEIA Representative, Nick Mellor

UoN Representative, Stefan Kaczmarczyk

International Representative USA, Rory Smith

International Representative AU, John Carroll

SAFED Representative, Vince Sharp

Len Halsey and Elizabeth Evans were stepping down from the Executive and were thanked for their service. Richard Peters was thanked for his service as Secretary.

6. Events in 2021

GB reported that the Executive were planning for online events in March and June, with a seminar in November. Topics being considered are:

- Brexit and impact on our industry
- Firefighting and evacuation lifts
- Energy – embodied and operational

RP reported that the Symposium on Lift & Escalator Technologies will be held online in 2021.

Full details of these events and instructions on how to book will be posted on the web site www.cibseliftsgroup.org as soon as they are available.

7. Training

LS could not attend but had provided the following report:

1. The question of accreditation and necessary qualifying criteria has been discussed with LEIA. Discussions are ongoing and will be widened in the coming months
2. A LEIA training module and presentation on duty holder responsibility is in the process of being developed.
3. The development of a training presentation on 'architectural interfaces to lifts' is planned. This is obviously aimed at architects and looks to provide a better understanding of lift layout design and key architectural interfaces to lifts and escalators.

RP also reported the discussion at the recent Lifts Group Executive meeting:

1. DC is chair of the CIBSE Careers Panel. He reported LEIA has been successful with their work on the trailblazer scheme; they are now looking for an endpoint assessment organisation. T-levels are being presented as the equivalent of two A-levels. The Building Services course has nothing on lifts and escalators; representations have been made to City & Guilds, who are custodians.
2. RP reported that they were hosting courses by DC on Safe Release and Safe Working on lifts at Bridge House, Great Missenden. There was a general discussion about training required, and how the Lifts Group can promote what is available.

8. Treasurer's report

DC could not attend, but RP presented the accounts which were approved unanimously. A copy is attached to these minutes. It was noted the GoToMeeting subscription was no longer required and has been cancelled.

9. Standards and Regulations

AS provided an update of the current status on standards. His notes are attached to these minutes.

10. Any other business

None.

11. Next meeting

Then next Lifts Group AGM and Evening Meeting will be in February 2022. The final date will be set to follow the February *MHE/4 - Lifts, hoists and escalators* standards meeting so that the report back to the Lifts Group includes the latest news.

12. Presentations

The meeting continued with the following presentations on Accessibility:

1. Equality of Access to Audio for People with Hearing Loss, presented by Jonathon Hoskin, Ampetronic.
2. Overview of the Ins and Outs of BS8300 – Accessible built environments, presented by Phil Pearson, Pearson Consult Ltd.

**REPORT
FOR
2021**



Lifts Group
AGM and
Evening
Meeting
4 February
2021

Equality of Access to Audio for
People with Hearing Loss,
presented by Jonathon Hoskin,
Ampetronic

Overview of the Ins and Outs of
BS8300 – Accessible built
environments, presented by Phil
Pearson, Pearson Consult Ltd.

**CIBSE
Lifts
Group
Seminars**

30 June 2021



"BREXIT and the Lifting Industry"

Seminar I - "BREXIT and the Lifting Industry"

The speakers presented an overview of pre and post Brexit effect on the lift industry including perspective from an end user, a lift contractor and a lift consultant.



Michael Bottomley (VT Consult)
"Whatever happened to The Brexit Lift Company?"

Phil Pearson (Pearson Consult Ltd)
"Brexit and its impact on the lift industry"

"Energy Efficiency - What Part can Lifts Play?"

Seminar 2 - "Energy Efficiency - What Part can Lifts Play?"

As the World's awareness of the importance of energy conservation and efficiency grows, the contribution lifts and escalators can make is coming into sharper focus. The speakers spoke about the broader context of energy efficiency in the built environment, picking up on topics such as total embodied carbon, operating energy and assessment methodologies, before focusing in on how the lift industry could (shouldn't) be responding, including an update and comment from Dr Gina Barney on recent work on relevant ISO Standards.



Adam Scott (SWECO UK)
Roaa Babiker (SWECO UK)
Matthew Mapp (SWECO UK)

["Energy & Carbon Efficiency - What Part Can Lifts Play?"](#)



Dr Gina Barney (Gina Barney Associates)
[Lift \(US:Elevator\) Energy Labels](#)

12th Symposium on Lift and Escalator Technologies, Northampton

22-23 September 2021



2021 papers

The Two Modes of Failure of Escalator Braking Systems

Lutfi Al-Sharif, The University of Jordan, Jordan

Uplifting the Safety of Aged Lifts in Hong Kong

Vincent H.K. Chow, C.W. Chan, Gary K.Y. Cheung, James C.Y. Lau, Electrical and Mechanical Services Department
Government of the HKSAR, The People's Republic of China

Brake Failures on Lifts

David Cooper, LECS (UK) Ltd,
University of Northampton, UK

A Brief History of Lift Safety Devices 1835-1935

Lee E. Gray, University of North Carolina at Charlotte, USA

Challenging Our Thinking Regarding Lift Incidents

Roger Kahler, Nicholas Pierce,
InterSafe, Australia

Future Modernizations Rory Smith

University of Northampton, UK

**ELECTION
OF
OFFICERS**



AGM - Standing for Election

- Chairman & BSi Representative, **Adam Scott**
- Vice Chairman, **Michael Bottomley**
- Secretary, **WeeChuan Lim**
- Treasurer, **Richard Peters**
- Events Organiser (North of England), **Phil Pearson**
- Events Organiser (South of England) & Technical Editor CIBSE Guide D , **Gina Barney**
- Event Exhibitions, **John Bashford**
- Training & Development, **David Cooper**
- Press & publicity, **Phil Pearson**
- LEIA Representative, **Nick Mellor**
- UoN Representative, **Stefan Kaczmarczyk**
- SAFED Representative, **Vince Sharp**
- International Representative USA, **Rory Smith**
- International Representative AU, **John Carroll**

**EVENTS
IN 2022**



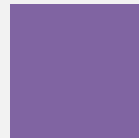
Lifts Group Events



Seminar and AGM
2 February 2022



Firefighting and Evacuation Lifts (Manchester)
7 June 2022 (provisional, to be confirmed)



Lift & Escalator Symposium, Hilton Hotel,
Northampton
21-22 September 2022



Annual Seminar, CIBSE HQ
29 November 2022

**EDUCATION
TRAINING
& CPD**



CIBSE
Lifts Group

**TREASURER'S
REPORT**



CIBSE Lifts Group Accounts 2021

| | Expenditure | Income | |
|-------------------------------------------------------------------------|--------------------|---------------|------------------|
| Balance brought forward as at 1 February 2021 | | | £5,406.52 |
| Lift & Escalator Symposium Educational Trust - 01 March 2021 | | | |
| Donation | £1,000.00 | | £4,406.52 |
| Dr Richard Peters - 23 December 2021 | | | |
| Payment to keep account open | | £1.00 | £4,407.52 |
| HSBC - 25 December 2021 | | | |
| Monthly account fee | £5.00 | | £4,402.52 |
| HSBC - 25 January 2022 | | | |
| Monthly account fee | £5.00 | | £4,397.52 |
| Balance as at 31st January 2022 | | | £4,397.52 |

Richard Peters
Treasurer.

STANDARDS AND REGULATIONS

Adam & Gina's Update



**ANY
OTHER
BUSINESS**



**DATE OF NEXT
ANNUAL GENERAL
MEETING**

Evening meeting and
2023 AGM provisionally
7 February 2023



CIBSE Lifts Group - Annual General Meeting 2022

Wednesday, 2 February 2022 from 17:30 to 18:30 (GMT)

| | Surname | First Name | Qty | Ticket Type | Payment Status |
|--------------------------|-------------|------------|-----|-------------------|---------------------------------------------|
| <input type="checkbox"/> | arshad | philip | 1 | General Admission | Free Order Order 244573976347-2619572199 |
| <input type="checkbox"/> | Azmi | Raghib | 1 | General Admission | Free Order Order 244573976347-2641176029 |
| <input type="checkbox"/> | Barney | Gina | 1 | General Admission | Free Order Order 244573976347-2621478439 |
| <input type="checkbox"/> | Bashford | John | 1 | General Admission | Free Order Order 244573976347-2697081319 |
| <input type="checkbox"/> | Bashford | John | 1 | General Admission | Free Order Order 244573976347-2705060499 |
| <input type="checkbox"/> | Bashford | John | 1 | General Admission | Free Order Order 244573976347-2705132759 |
| <input type="checkbox"/> | Beebe | Jonathan | 1 | General Admission | Free Order Order 244573976347-2707871539 |
| <input type="checkbox"/> | Berry | Michael | 1 | General Admission | Free Order Order 244573976347-2619125099 |
| <input type="checkbox"/> | Bottomley | Michael | 1 | General Admission | Free Order Order 244573976347-2605952729 |
| <input type="checkbox"/> | Burns | Michael | 1 | General Admission | Free Order Order 244573976347-2613701109 |
| <input type="checkbox"/> | Cronin | Alan | 1 | General Admission | Free Order Order 244573976347-2574277419 |
| <input type="checkbox"/> | Davidson | Paul | 1 | General Admission | Free Order Order 244573976347-2602973619 |
| <input type="checkbox"/> | Dawson | Dominic | 1 | General Admission | Free Order Order 244573976347-2619719329 |
| <input type="checkbox"/> | Ferrar | James | 1 | General Admission | Free Order Order 244573976347-2577713699 |
| <input type="checkbox"/> | Forbester | Iain | 1 | General Admission | Free Order Order 244573976347-2619198939 |
| <input type="checkbox"/> | Gun-Why | Henry | 1 | General Admission | Free Order Order 244573976347-2633651699 |
| <input type="checkbox"/> | Hall | Bob | 1 | General Admission | Free Order Order 244573976347-2707891279 |
| <input type="checkbox"/> | Harrold | Michael | 1 | General Admission | Free Order Order 244573976347-2644337779 |
| <input type="checkbox"/> | Johnson | Paul | 1 | General Admission | Free Order Order 244573976347-2635578659 |
| <input type="checkbox"/> | Keles | Kadir | 1 | General Admission | Free Order Order 244573976347-2573307799 |
| <input type="checkbox"/> | King | Dwight | 1 | General Admission | Free Order Order 244573976347-2637862139 |
| <input type="checkbox"/> | Lai | Kwok Wai | 1 | General Admission | Free Order Order 244573976347-2707235959 |
| <input type="checkbox"/> | Lau | TP | 1 | General Admission | Free Order Order 244573976347-2619515049 |
| <input type="checkbox"/> | Leach | Troy | 1 | General Admission | Free Order Order 244573976347-2707971099 |
| <input type="checkbox"/> | Lim | Weechuan | 1 | General Admission | Free Order Order 244573976347-2567029969 |
| <input type="checkbox"/> | Mac Donnell | Mark | 1 | General Admission | Free Order Order 244573976347-2619832109 |
| | | | | | |

CIBSE Lifts Group - Annual General Meeting 2022

| | Surname | First Name | Qty | Ticket Type | Payment Status |
|--------------------------|----------------|----------------|-----|-------------------|---------------------------------------------|
| <input type="checkbox"/> | Moss | Ronald | 1 | General Admission | Free Order Order 244573976347-2637342519 |
| <input type="checkbox"/> | Olearczuk | Jakub | 1 | General Admission | Free Order Order 244573976347-2619118309 |
| <input type="checkbox"/> | parker-allotey | francis | 1 | General Admission | Free Order Order 244573976347-2707874089 |
| <input type="checkbox"/> | Pavoux | Ed | 1 | General Admission | Free Order Order 244573976347-2620069509 |
| <input type="checkbox"/> | Peters | Richard | 1 | General Admission | Free Order Order 244573976347-2564162429 |
| <input type="checkbox"/> | Pickering | David | 1 | General Admission | Free Order Order 244573976347-2704944189 |
| <input type="checkbox"/> | Rashid | Nazife | 1 | General Admission | Free Order Order 244573976347-2619132749 |
| <input type="checkbox"/> | Salmeen | Bader | 1 | General Admission | Free Order Order 244573976347-2563858859 |
| <input type="checkbox"/> | Scott | Adam | 1 | General Admission | Free Order Order 244573976347-2594693959 |
| <input type="checkbox"/> | Smith | Ralph | 1 | General Admission | Free Order Order 244573976347-2620261879 |
| <input type="checkbox"/> | Syed | Thaheer | 1 | General Admission | Free Order Order 244573976347-2619124949 |
| <input type="checkbox"/> | Terzioglu | Yasin | 1 | General Admission | Free Order Order 244573976347-2577627419 |
| <input type="checkbox"/> | turner | michael | 1 | General Admission | Free Order Order 244573976347-2619098649 |
| <input type="checkbox"/> | Vimmadisetti | Jagadish Kumar | 1 | General Admission | Free Order Order 244573976347-2624838089 |
| <input type="checkbox"/> | Wells | Paul | 1 | General Admission | Free Order Order 244573976347-2619468369 |