



October Steering Committee Meeting Agenda

Date/Time: 06th October 2020, 18:00 - 19:30

Location: Online

Attendees

Rossella Perniola	RP	Scotch Partners	Harry Day	HD	TB+A
Kostas Tachtatzis	KT	Integral	Ana-Sofia Narro	AS	GIA
Abs Shah	AS	GBE Services	Michael Bennet	MB	Atelier Ten
Angeliki Krania	AK	Cundall	Nikos Gkoufas	NG	WSP
Jennifer Elias	JE	Cundall	Gavin Lane	GL	Carbon intelligence
Tom Burton	TB	Fairheat	Hua Zhong	HZ	Nottingham Trent Uni

No	Item	Comm. member	Timeframe / deadline
1	<p>Previous events review</p> <p>Carbon bites published for CBN1 and CBN2</p> <p>Carbon bite CBN3 update</p> <ul style="list-style-type: none"> - RH / RD to provide an update <p>Podcast 1 feedback</p> <ul style="list-style-type: none"> - It was a bit rushed and there wasn't enough attendance. - It is suggested to aim for at least 20 attendants as a courtesy to the speaker and have some questions as well in the end - Prepare some extra questions as they tend to merge during conversation. Aim for a 30min to end up with 20min podcast. - A 10-15min preparation with the speaker before the event is enough. - If people from the group are attending the event, it's good to have some prepared questions <p>Blogs 1-3</p> <ul style="list-style-type: none"> - A Career in Building Services Engineering (7th September) – 854 Views - A Career as a District Heating Engineer(21st September) – 182 Views - A Career as a Contractor (5th October) – 98 Views <p>Generally, the marketing team is really happy about the initiative and the engagement</p>	RH/RD	
2	<p>Upcoming events</p> <p>Podcasts</p> <ul style="list-style-type: none"> - Eventbrite for Podcast 2 has been drafted - RP to publish - NG will update the website - MB to post on Twitter. <p>Podcast "Overview of the systems used 10yrs. Ago vs. 5yrs. Ago vs. today vs. tomorrow"</p> <ul style="list-style-type: none"> - AK to lead organisation of podcast - JE to contact with Roger Macklin who will possibly be the speaker. <p>Podcast on "Costing"</p>	<p>RP</p> <p>NG</p> <p>MB</p> <p>AK</p> <p>JE</p>	

	<ul style="list-style-type: none"> - KT to look for a speaker <p>Podcast on "Gaps between Uni and industry"</p> <ul style="list-style-type: none"> - NG and HZ to look to Academia for a possible speaker <p>Blogs 4-6</p> <ul style="list-style-type: none"> - MB draft received, under review, almost ready to be published - OL 50% complete - KT to follow 	<p>KT</p> <p>NG/HZ</p> <p>RP</p> <p>OL</p> <p>KT</p>	
3	<p>Possible Joint Events</p> <p>Shade the UK</p> <ul style="list-style-type: none"> - Committee keen to put on a co-hosted event, possibly with more speakers though. - NG and HD to set up a kick-off call together to set their intentions and target field – what they want to present. - There is a concern whether their focus is on systems to prevent overheating on buildings. - LinkedIn: https://www.linkedin.com/company/shade-the-uk/ <p>CIBSE Controls Group</p> <ul style="list-style-type: none"> - No updates yet 	<p>NG/HD</p>	
4	<p>Other matters</p> <p>Congratulations to Tom, shortlisted for CIBSE Graduate of the Year Award!</p> <p>Link to the event below:</p> <ul style="list-style-type: none"> - https://www.cibse.org/cibse-young-engineers-awards-2020/about 		
5	<p>EPG update</p> <ul style="list-style-type: none"> - EPG keen to hear feedback from our podcasts. - Power hour – max 4 speakers - Participants in their events are about 100 at start 60 in the end - They used a version of zoom for the last one - There was a letter drafted regarding retrofit funding that they want to send to the Government. - 	<p>JE</p>	
6	<p>Groups and Societies Committee meeting</p> <ul style="list-style-type: none"> - Rosella can't attend – Harry Day will sit in – 9th Oct 11am – 12:30pm 		
7	<p>AOB</p> <p>HZ mentioned an event from UCL on 6th November</p> <p>"Integrating Sustainable Technologies into the Design Strategies of New Communities or Regeneration"</p> <p>https://www.ucl.ac.uk/bartlett/environmental-design/research-projects/2020/sep/integrating-sustainable-technologies-design-strategies-new-communities-or</p> <p>If you want to be a presenter, you can find the application form online, if you want to attend just the event just send to HZ and she will add you to the list.</p> <p>Build to Perform</p> <p>23-26th of November</p> <ul style="list-style-type: none"> - We had three people volunteering to chair as hosts, RP to contact. - Link: https://eventdata.uk/Forms/Form.aspx?FormRef=CIBBOVisitor 		