



December Steering Committee Meeting Minutes

Date/Time: 6th December 2021 / 18:00 – 19:00

Location: Microsoft Teams Meeting

Attendees:

Michael Bennett	MB	Atelier Ten	Hua Zhong	HZ	Nottingham. Trent Uni
Sofia Narro Vallejo	SNV	Cundall	Joshua Vasudevan	JV	Loughborough Uni
Nikos Gkoufas	NG	WSP	Adam Daulby	AD	Aecom
Gavin Lane	GL	Carbon Intelligence	Alfred Uzokwe	AU	GSA
Angeliki Krania	AK	Cundall	Ruby Kessell	RK	WSP
Nita Barnor	NB	XCO2	Fatou Chang	FC	Sweco
Lucy Sherburn	LS	Fairheat			
Harry Day	HD	TB&A			
Sapna Halai	SH	Expedition			
Darwich Noerldin	DN	Carbon Intelligence			
Inam Shah	IS	Sweco			
Emily Cao	EC	Cundall			

Agenda:

No.	Item	Comm. member	Timeframe / deadline
1.	Informal Introduction Opportunity for casual discussion about topics of interest, interesting news relating to energy efficiency, climate change etc. Previous discussions; <ul style="list-style-type: none"> - Insulate Britain protests - COP26 	ALL	
2.	Site Visits <ul style="list-style-type: none"> - Interest in Crystal building? - Update from KGN - Update from KX - Any other options? - Potential contact at 100 Liverpool Street 	SNV LS NG ALL GL	
3.	Previous Events Review: <ul style="list-style-type: none"> - No events in the last month 	ALL	
4.	Website/social media update: LinkedIn Page <ul style="list-style-type: none"> - Need to contact CIBSE to share link on mailing list. MN to follow up with CIBSE admin team on this - General update <ul style="list-style-type: none"> o Waiting to get more followers before new content is rolled out o All members to share new CIBSE YEPG LinkedIn Group o CIBSE doing a website rebrand in March, will be aiming to go live in March o Good opportunity to integrate new social media within this new website structure o LS to share in the slides on user experience testing that is coming up 	MN HD/SH ALL LS	
6.	EPG Update:		

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	- Response to latest EPG event was positive	AU	
7.	<p>Future events:</p> <p>Podcasts:</p> <ul style="list-style-type: none"> - Now looking to do in YouTube video format, where one member will respond to a particular question - AD to review example questions on teams and set up spreadsheet with condensed questions to give people the chance to put their name against questions or add any other questions that they think are relevant <p>CBNs:</p> <ul style="list-style-type: none"> - Natural Ventilation event with Nat Vent Group <ul style="list-style-type: none"> o Speakers <ul style="list-style-type: none"> 1. Design consultant perspective – Either Nat Vent Group member or Elementa consultant, HD to provide more information to RP on specifics of this subtopic 2. Facilities management perspective – HD contact 3. White Collar Factory Case study – Speaker confirmed o EC to reach out to hear own colleagues to discuss acoustics and the effects of natural ventilation. Could potentially be a back up speaker if the above fall through o Will get some budget from Nat Vent Group for this event o Need to set up from 7:00pm and include networking if hybrid event (this is unlikely given current situation) o Aim for 9th Feb o Will need support with event setup and eventbrite - CBN - Sustainability certifications and Net Zero <ul style="list-style-type: none"> o Speakers <ul style="list-style-type: none"> 1. Kavita Kumari - Cundall 2. Breamm Product Manager from BRE 3. NABERS/DfP Speaker – GL to contact Jen to understand best way to approach this subtopic. EPG feedback on this was that we should approach a developer to get their perspective on NABERS/Dfp o Aim for Mid to late March o Will need support with event setup and eventbrite - Machine learning and AI relating to building services and operation <ul style="list-style-type: none"> o Need to flesh expand on this topic o Potentially collaborate with the intelligent buildings group o Target date TBD 	<p>AD</p> <p>HD, GL</p> <p>RP,HD</p> <p>HD</p> <p>EC</p> <p>TBC</p> <p>GL, HD</p> <p>GL</p> <p>TBC</p> <p>ALL</p>	
8.	<p>Winter Games</p> <ul style="list-style-type: none"> - February target date – Thursday 17th Feb - Venue - UCL - SNV, AK & RP to share previous games - UCL confirmed as available venue - IS, FC and AK to lead in organising - Get advert and eventbrite out to public in early Jan - Need to flesh out games and confirm if more are required - Lunchtime session on Friday 7th Jan to have a quick call regarding winter games organisation 	<p>SNV, AK & RP</p> <p>IS,FC,AK</p>	