



## September Steering Committee Meeting Minutes

**Date/Time:** 7<sup>th</sup> September 2021 / 18:00 – 19:00

**Location:** Atelier 10 Office

### Invited:

Michael Bennett	<b>MB</b>	Atelier Ten	Hua Zhong	<b>HZ</b>	Nottingham. Trent Uni
Gavin Lane	<b>GL</b>	Carbon Intelligence	Rodrigo Guedes	<b>RG</b>	Hodkinson
Sapna Halai	<b>SH</b>	Expedition	Ruby Kessell	<b>RK</b>	WSP
Angeliki Krania	<b>AK</b>	Cundall	Nikos Gkoufas	<b>NG</b>	WSP
Craig Mcgregor	<b>CG</b>	NHS	Sofia Narro Vallejo	<b>SNV</b>	Cundall
Alfred Uzokwe	<b>AU</b>	GSA	Adam Daulby	<b>AD</b>	Aecom
Rossella Perniola	<b>RP</b>	Scotch Partners			

### Agenda:

No.	Item	Comm. member	Timeframe / deadline
1.	<b>Admin</b> - <b>MB</b> to add Craig to Teams	<b>MB</b>	
2.	<b>Site Visits</b> - <b>Site visits</b> – Opportunity to re do some great site visits such as Crystal Building, Kings cross Energy Centre, Sky garden building, need to review existing emails to see if we can reengage with existing contacts at these sites - <b>GL</b> to get in touch with contact at British Land regarding 100 Liverpool Street site visit	<b>SNV</b>  <b>GL</b>	
3.	<b>Previous Events Review:</b> CBN2 – CP1 Quality Assurance • Recording and technical summary to be published on website?	<b>LS</b>	
4.	<b>Upcoming Events:</b> HVAC/FM group joint event – Innovation - To be held as an online event Wednesday 15 <sup>th</sup> September	<b>MB/SNV/RP</b>	
5.	<b>Website/social media update:</b> - <b>Alignment of social media content with key sustainability dates</b> – Review past events and reshare on relevant sustainability dates - <b>Website update</b> – Need to populate with slides and recordings - <b>NG</b> to set up LinkedIn Page, need to change link in website - Once LinkedIn page is created, get in touch with CIBSE (Rasheen and Jade) to communicate LinkedIn Page on Mailing List	<b>GL, AU, HD</b>  <b>LS/MB</b>  <b>NG</b>  <b>NG</b>	
6.	<b>EPG Update:</b> - Net zero carbon definition request from CIBSE – EPG have asked YEPG for support on this – Email Rossella if you are interested in contributing - Request from EPG to write more carbon bites following power hours - Next EPG Power hour: <b>Retrofitting: any energy target we should set up as benchmark?</b> – HZ to notify when	<b>ALL</b>  <b>All</b>  <b>HZ</b>	

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	this event is set up so that we can share on our LinkedIn		
7.	<p><b>Podcasts:</b></p> <ul style="list-style-type: none"> <li>- Now doing in YouTube video format, where one member will respond to a particular question</li> <li>- Need to finalise questions that each member will respond to</li> <li>- Make it a full video format that includes all team members (past/present)</li> <li>- Engage with previous team members to contribute to this video, lets people see the benefit of joining and the opportunities it can lead to in the future. MB to engage with his colleague at Atelier 10 who used to be chair</li> <li>- Aim to get this done by the end of the year</li> </ul> <p><b>CBNs:</b></p> <ul style="list-style-type: none"> <li>- <b>Humidity/HVAC Group collaboration</b> <ul style="list-style-type: none"> <li>o Potentially engage with a manufacturer</li> <li>o Do a joint event with HVAC and EPG, manufacturer in HVAC and a member in EPG that doe POE's</li> <li>o NG to get in touch with a contact at Vilux to potentially contribute to this event</li> <li>o Aim to have this in October</li> </ul> </li> <li>- <b>CBN - Sustainability certifications and Net Zero- e.g.</b> <ul style="list-style-type: none"> <li>o <b>RP's</b> colleague at Scotch was keen to speak at this</li> <li>o <b>HD</b> – to contact sustainability / WELL associate at TB+A.</li> <li>o Could potentially make a graphic - comparing sustainability certifications. Graphs comparing minimum standards (SFP's, energy use, efficiencies). (NABERS UK, BREEAM, WELL, etc)</li> <li>o Gavin to create groups on teams</li> <li>o First speaker – present all the sustainability credentials</li> <li>o Second speaker – pros and cons of the certifications, are they still relevant, how do they need to change? (Breamm, LEED)</li> <li>o Third speaker – Nabers speaker, potentially Jen</li> <li>o Julie Godfrey – sustainability guide, could be another potential speaker</li> <li>o Aim to have this in November</li> </ul> </li> </ul> <p><b>Potentially another Event for Natural Ventilation / Trade off between energy efficiency and air quality</b></p> <ul style="list-style-type: none"> <li>o HD to approach an engineer at Hoare Lea to see if he would be interested in speaking on this event</li> <li>o Could be run as a collaboration event with CIBSE Natural Ventilation group</li> <li>o This could potentially be a podcast or CBN in January</li> </ul> <ul style="list-style-type: none"> <li>- <b>Machine learning and AI relating to building services and operation</b> <ul style="list-style-type: none"> <li>o Future trends of machine learning and the relationship</li> </ul> </li> </ul>	<p><b>GL</b></p> <p><b>MB</b></p> <p><b>RP, NG, AK</b></p> <p><b>NG</b></p> <p><b>RP, HD, TBC</b></p> <p><b>HD</b></p> <p><b>GL</b></p> <p><b>HD</b></p> <p><b>HD</b></p>	

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	<ul style="list-style-type: none"> <li>○ Harry to flesh out the ideas relating to this</li> <li>○ Potentially collaborate with the intelligent buildings group</li> <li>○ Harry may have a contact who deals with design of machine learning in operation of MEP.</li> <li>○ Other possible speakers also BMS designer, FM teams? Brief to be expanded.</li> <li>○ Aim to have event in Q1 2022</li> </ul> <p><b>Infographics:</b></p> <ul style="list-style-type: none"> <li>- <b>Demand reduction infographic</b> <ul style="list-style-type: none"> <li>○ Give top 3 demand reduction recommendations.</li> <li>○ Aim to have completed by end of September</li> <li>○ GL,SH and RG to meet and discuss ideas</li> <li>○ Could be the monthly infographic for October – World Energy Efficiency Day 6<sup>th</sup> October</li> </ul> </li> </ul> <p>Another future event raised by HZ is to organise a Q&amp;A for building services students – they always struggle to find industry contacts. Worth reaching out to CIBSE to understand how to engage with students</p>	SH, GL, RG,SNV	
8.	<b>Internal “curiosity” sessions</b> – Nikos to do a session in the next meeting, Gavin to do session after		
9.	<b>Winter Games</b> – Potentially aim for February. SNV, AK, RP to share the games done previously AK to engage with a contact at UCL, can also invite students to participate		