INTRODUCTION

Today we welcome not only our overseas Regional Chairmen for their reports but also the President and Chief Executive of ASHRAE – the meeting is one of international flavour and given the challenges that face society this seems a timely reminder that CIBSE should not and is not a UK Centric organisation but one having a global perspective, with now over 25% of our members being working outside the UK across 91 countries. Global goals are easy to articulate but forming a deliverable plan is infinitely more challenging.

Internally, the Institution has created a Membership Task Force at both the strategic and operational level, for we are all determined to give extra impetuous on membership. In our forthcoming renewal process for 2011 the emphasis will be on persuading members of the benefits of renewing, rather than chasing those who lapse – although we shall do that as well - and we are keen to develop on-line renewal, initially aimed at Student Members. While recently at Southampton University we held the first of, hopefully, a series of Edge Debates, with the aim of not only raising the profile of the profession but also articulating the challenges that face engineers and society. In the meantime we are supporting Hong Kong Region in delivering Energy Assessor training, again this is a most exciting development and raises our profile while serving society. To enhance our plans for International development we have a new member of staff, Fernando Dias, who is coordinating the work and keeping tabs on our Country Representatives. We look forward to the Task Force reporting.

Regular readers of this Report will, I hope, be pleased to know that this should be a shorter report than previous ones, since I fear that the increasing length may result in fewer people reading it. So the aim of this report is more brevity and to encourage members to challenge and ask questions – after all it is your Institution.

Within UK the whole economic forecast and the Government’s Spending Review is about to enter a new phase; generally there is little optimism in Construction over prospects for the next year or so. Meeting Carbon Reduction Targets appears to have gone on hold while economic and commercial survival is a much higher and immediate priority. CIBSE too is under economic pressure and we have undertaken a severe review of activity levels and our cost base, however we are equally keen to come out of this recession in good shape to meet the challenges ahead.

Against this background of recession, CIBSE also faces unparalleled opportunity. The twin demands of low energy buildings and resource control are driving engineering towards even tauter and more minimalist solutions and yet technology is developing fast. One example is the lighting industry, which can deliver significant savings in energy consumption, improved performance and lower embedded carbon. How do you keep ahead of developing technology and applications? As the old adage says; ‘Knowledge is Power’ so CIBSE is investing heavily in giving members fast, efficient access to the critical knowledge and guidance they need by creating a Knowledge Portal.
through which we intend to given unrivalled access to our comprehensive and authoritative publications, plus much more. All the necessary information will be available in electronic format, with an excellent search facility, wherever it is needed, whenever it is needed.

Our work with the Royal Academy of Engineering and Building Engineering Physics also continues apace. We now have established two new Visiting Professors; the first will be at University College London, the role is due to be advertised shortly, this scheme will help bridge the knowledge gap between Industry and Academia while promoting the concept of Building Engineering Physics to our brightest and best. Additionally a Skills Survey is now fully funded to indentify the skills shortages to create a low carbon built environment, this survey has started at Bath University, with the aim of creating Centres of Excellence, funded by Government, to share knowledge and thus deliver a low carbon built environment.

Finally, today we outline our next Strategic Plan for 2011-2016. While our core purpose remains unchanged this plan sets us on a journey where we see CIBSE at the forefront of the built environment, creating and sharing a knowledge base that enhances our profession while widening our appeal in an ever more complex world. For me the critical skill we all need to embrace is that of system integrator, but this is just a personal view. I would be interested in hearing yours.

MEMBERSHIP
Membership as at 27 September 2010 stands at 18,842 indicating a reduction in numbers reported to the last Council meeting on 10 June 2010 (20,528).

The current membership numbers as at 27 September 2010 broken down by grade are:

On 1 July 2010 a total of 2,164 members were lapsed due to non payment of subscriptions which is considerably more than in 2009 (actual 1,448). The economic climate has undeniably contributed to the number of members choosing not to renew their subscription this year, which was to be expected. However, the sharp increase in the number of lapsed members is also attributable to the number of Student members that were lapsed in 2010, which rose to 977 from the 2009 figure of 271. Historically it has been CIBSE policy to apply a threshold figure of £32 or under at which individuals were not lapsed. For 2010 it was decided not to apply this threshold resulting in more lapses particularly amongst Students.

As for previous years, several reminders were sent to members with outstanding subscriptions via the journal and E Newsletter, and telephone and email contact by members of staff with a parallel exercise being undertaken in Hong Kong Branch and Australia/New Zealand Region. Due to the
economic climate CIBSE has made available the facility for members to pay subscriptions by instalments and those members experiencing hardship were offered concessionary subscription rates: 142 members across the grades of membership took advantage of this.

A Staff Task Force has been established utilising the expertise across Departments to reduce the number of membership lapses annually and to look at initiatives now that would encourage members to pay in a timely and efficient manner and to consider areas where we can actively recruit new members. Additionally a Members Strategy Task Force has been appointed which will meet shortly to look at overall strategy for membership retention and recruitment.

Since members were lapsed there have been several reinstatements and enrolments of new members and membership continues to increase. Members currently reside in 91 countries outside the UK and comprise 25% of the membership. The largest regions are Hong Kong (2,346), Republic of Ireland (658) and Australia/New Zealand (624). Fernando Dias has recently joined the Membership Department as the International and Regions Officer to promote CIBSE membership internationally.

Despite the decrease in 2010 membership numbers have increased significantly since 2000 when membership stood at 15,083. CIBSE in one of the few growing major engineering institutions and is positioned sixth in the ranking of EC registrants in membership. Staff in the Membership Department work with the Regions to advise new members on routes to membership, visit colleges and universities to offer guidance to students on careers, hold briefing sessions and surgeries for members intending to apply for membership, and arrange sessions on the Technical Report Route.

The number of interviews for membership has continued to maintain significant levels; for the UK there were 150 applications for the August 2010 closing date (148 in 2009). There are no closing dates for applicants from outside the UK. Two Competence Review Interviews and one Professional Review Interview have been on held by video conferencing for candidates outside the UK. As a result of these pilot interviews it will be necessary to produce detailed guidance on technical and procedural issues. The Membership Dept is most grateful for the assistance of members who act as Interviewers in the Regions.

The structure of the CIBSE Members’ Panel and the Registration Panel, which recommends candidates for membership, has been combined and the first meeting of the new Panel will take place in November 2010. This will allow much more flexibility by drawing on the expertise of members of the previous Panels.

**Initial Professional Development and CPD**

The number of trainees on the CIBSE approved company training scheme continues to be maintained with 361 registered trainees and 34 approved company schemes with 5 applications in progress. Discussions are currently focusing on improving links with trainee supervisors and less emphasis on consideration of individual trainee reports.

Members are now able to complete their CPD record for the year using an online tool which can be accessed in the members’ area of the CIBSE website. The CPD Panel is reviewing a sample of these returns and will shortly be providing feedback to members. To encourage more members to provide CPD returns the Panel has agreed to provide information at Regional events.

The CPD Panel has published a Guide to CPD on the CIBSE website for use by companies wishing to promote CPD to their employees. The Guide can be adapted by companies for their own purposes and is available on the CPD section of the website.
Careers

CIBSE is taking a leading role in E4E (Education for Engineering) which is led by a Policy Group dealing with strategic issues plus an Operational Group, chaired by Past President Doug Oughton and has responsibility for actively engaging with the engineering community and the promotion of engineering education. E4E has identified 6 policy priorities as follows:

- Promote the standing of qualified technicians and highlight the contribution of professional engineers and technicians to society and the economy
- Support careers education and guidance on professional engineering and technology careers
- Clarify and support engineering-related qualifications
- Reinforce teaching expertise
- Reinforce subject discipline and inter-subject CPD, including industry experience
- Take steps to enable a more diverse engineering workforce.

New factsheets for the careers series, sponsored by CIBSE Patrons, are scheduled to appear shortly. One of these will target parents and the other two will highlight the design aspects of an engineering career and the role building services engineers play in delivering the green agenda.

CIBSE has responded to an important government consultation paper on Skills for the low carbon economy. The views of the ETM Committee, Careers Panel and Patrons were sought, as well as technical input.

Following a formal signing of an MoU between CIBSE and Summitskills, CIBSE is actively recruiting young CIBSE members to the scheme, which will raise the profile of BSE in schools. There are currently 74 STEMNET Ambassadors who are CIBSE members. Members seeking information should contact the Membership Department.

A new Technician Council has been established at the RAEng with the aim of increasing the professionalism and recognition of this important cadre of workers.

Students and Graduates

A Memorandum of Understanding between CIBSE and the Building Engineering Services Training Ltd (BEST) was signed on 5 July. This will encourage young people following an Advanced Apprenticeship to join CIBSE as student members and work towards professional membership as Licentiate members and registration at EngTech. CIBSE has been invited to provide information at the annual induction for new joiners and they will be asked to sign up to professional membership.

CIBSE continues to actively engage in the accreditation of degree programmes in building services engineering. Since the last Council meeting CIBSE has accredited undergraduate and post-graduate programmes at the Bartlett School of Graduate Studies at University College London and the Open University.

Rebecca Warren, the winner of the Ken Dale Travel Award for 2010 will report to the Council on her research concerning her bursary on ‘Energy Solutions in Low Carbon Communities’.
International Activities

Following approval of the Mutual Recognition Agreement between CIBSE and Engineers Australia (formerly the Institution of Engineers Australia) the Agreement will be signed by the Immediate Past President, Mike Simpson, and Peter Kinsella, Vice President, in Canberra in November.

Planning is underway for the visit by the President Elect, Andy Ford, and Stephen Matthews to Hong Kong, Dubai, Qatar, Singapore and Shanghai (Andy Ford only).

Engineering Council

A task group has been established to develop guidance on an individual route to registration to encourage very experienced individuals who may not have relevant academic qualifications to apply for both membership and registration.

Patrons

A joint event with the North East Region was held on 6 October. Patron members Ruskin UK and the University of Northumbria arranged for Professor Tim Dwyer to give a talk on room air distribution for mechanical ventilation systems. After the presentation there was a technical tour of the Sage theatre, followed by questions. The afternoon ended with drinks for Region members and Patrons. The event provided the opportunity for Region members and CIBSE Young engineers to network with the Patrons attending.

TECHNICAL & POLICY

Technical Department

The technical department provides a single focus for all technical aspects of the Institution and delivers support for all technical activities within the Institution. This includes the Groups and Societies within the technical networks, publications developments, and providing technical support to CIBSE Services. The team also supports the learned society and Patrons events. The department also deals with policy initiatives and consultations.

Technical Networks

Support for the Societies and Groups focuses largely on their technical activities. These are a core function of CIBSE as a learned society, the occasions when like-minded professionals meet to share their knowledge and gain new insights in their specialist area of expertise. The aim of the new technical networks team is to support the work that goes on within the Societies and Groups and to develop mechanisms for greater interaction and sharing of knowledge between the different elements of the Institution. This will allow us to better support these specialist groups, whilst at the same time giving them greater opportunity to contribute to the development of the knowledge base of CIBSE.

We are particularly keen to develop our use of the internet and new communications technology to enable members located more remotely and those working outside the UK to participate more effectively in the activities of the Institution. To assist in this development we have engaged Prof Tim Dwyer, formerly of London South Bank University, to advise and assist in the development of this area of activity. He will draw on his experience of running the CIBSE ASHRAE Group over a number of years.
The Society of Light and Lighting

- The 2010 – 2011 Masterclasses will soon be starting, with the additional support of two new sponsors. We aim to build on the successes of the previous season, and to use the masterclasses as a base to grow membership and awareness of the work of the Society. Over 50 attended each event and designers from the International Association of Lighting Designers took the guest slot.
- SLL’s website is being redesigned, and this project will serve as a pilot for updating the web presence of all of our groups and societies.
- SLL’s Facebook presence continues to grow, attracting a wider audience.
- The 2011 Ready Steady Light competition will be held in April 2011 at Rose Bruford College, Sidcup, providing a showcase for the Society and, this year, featuring a CIBSE Board team led by the President. A CIBSE Council team would be very welcome to join us.
- SLL contributes to pan industry discussions through the Lighting Liaison Group.

The Society of Public Health Engineers

- Society of Public Health Engineers membership continues to grow, and the Society has over 35 Industrial Associates supporting its work.
- Regular technical meetings are held in London, North West and Scotland.
- SoPHE is currently helping to revise CIBSE Guide G: Public Health Engineering.
- Judging for the 2010 SoPHE Young Engineers Award took place on 6th October.

The Society of Façade Engineering

- The Society of Façade Engineering has over 225 members, a 20% increase on 2009, with some 40% of the members are based outside the UK.
- The Society continues to hold regular technical events in London and representatives speak at events in the UK and overseas, promoting the Society wherever possible.

Groups

- There have been several group events recently, including an Intelligent Buildings Group event on schools design in association with CABE. The new “Homes for the Future” Group has been approved and an initial programme is being developed.
- Total group membership is up by 50% on last year, due to active recruitment. Our challenge is to attract more group members into full CIBSE membership.

Young Engineers

- The Young Engineers Network (YEN) held a successful Annual Ball in Cambridge in September, and the YEN Champions Awards were presented at City Hall in July.

Technical Team

The Technical team deals with consultation responses, input to government working parties and other initiatives on zero carbon related matters, contributing to CIBSE publications, support for CIBSE Services activities, and input to marketing and public affairs initiatives. The team now includes Alex Nenadovic, who is our new technical manager. He joined in July 2010 and is already making a significant contribution, allowing the team to meet more of the demands for technical input both from within the Institution and from outside bodies.

Anastasia Mylona, our Environmental Data Co-ordinator, continues to spend a day a week at UKCIP, helping co-ordinate the Adaptability and Resilience to Climate Change programme. This is proving beneficial to both organisations, and will continue at least to the end of 2010.
Consultations
CIBSE has been heavily involved in reviewing and responding to Government consultations. Most recently, we have helped to develop a consultation document for a new microgeneration strategy. We have responded to consultations on water using products, the future of Building Regulations, energy efficiency in facilities management and smart metering. We were also asked to contribute to the development of technical guidance to government departments on meeting the 10% emissions reduction target set for central government by the Prime Minister in May. The consultations page on the CIBSE website has undergone a significant revision over the summer. To see the result, visit the consultations section of the Knowledge Bank on the CIBSE website.

Zero Carbon Hub
CIBSE continues to contribute to the Task Group looking at future carbon compliance of zero or very low carbon buildings. It is proving to be an opportunity to assist this industry-government partnership in the development of its thinking, in particular with respect to the role of heating, ventilating, lighting and renewables in future homes. CIBSE has also been asked to chair the technical working group supporting the Task Group, and the Energy Performance Group think tank is also engaged in the work. CIBSE is hosting a consultation event on behalf of the Hub in early December. These activities are all contributing to raising awareness of CIBSE amongst a wider audience within the construction sector.

Publications and Research
The Department contributes to various research and development projects, managing support from the research fund for publications, including revision of Guide F: Energy Efficiency, work on the CIBSE benchmarks (TM46) and energy assessment (TM22).

Certification and Marketing
The Department continues to provide regular technical support to CIBSE Certification, both in house and in discussions with CLG. The technical team also supports the marketing, press and communications team on media work, public affairs issues and the CIBSE Journal.

University liaison
The department works with a number of research active universities, especially in energy performance and building services related research, which do not currently run CIBSE accredited courses. This extends our network for developing new knowledge within the CIBSE membership.

REHVA
Donald Leeper (Vice President), and Derrick Braham are the CIBSE representatives in REHVA, supported by the technical team. This enables CIBSE to contribute to policy discussions at a European level, increasing CIBSE’s potential influence at EU level. REHVA are hosting a workshop with Commission and European Parliament participation in late October, providing an opportunity to raise awareness of compliance issues at a high level.

CIBSE SERVICES REPORT
All CIBSE’s efforts are focussed on providing members with the knowledge, information, competence, status and time and cost saving measures needed to take on this large task, and I think you will be interested to hear about some of the progress we have made this year.

Five new publications have been released so far in 2010; new editions of Guide E: Fire safety engineering, Guide D: Transportation systems in buildings and Commissioning Code W: Water distribution systems, plus new publications AM14: Non-domestic hot water heating systems and
KS16: How to manage overheating in buildings.

Income from publication sales is behind budget but, due to extra income from royalties, total publications income is ahead of budget by approximately £40k. Brian Moss has stepped down as chairman of the Publications and Research Outputs Delivery committee after ten years of service and we offer him our grateful thanks for his enormously valuable input. When Brian took over, many guides had not been updated for twenty years, and much of the other publications output was of very little value to practitioners. Brian turned this situation around and within a year of taking over had established a rolling five year programme of updates which we are still achieving. As Brian’s final act with PROD he devised, promoted and fought for the Knowledge Portal which we believe will make such a difference to the working lives of all building services engineers.

We are delighted to welcome David Hughes as the new chairman of PROD. Sadly we will be saying goodbye to Claire Ruston who as editorial manager has made such a contribution to CIBSE’s output in recent years. We wish Claire all the best in her new life in Bulgaria.

CIBSE Journal
Another important source of information for members is the CIBSE Journal. Journal staff are working hard to raise still further the technical level of the Journal, to cope with the wide spread of members and their areas of interest. A new series by Professor Doug King is to be published every other month, along with contributions from the Special Interest Groups, and Societies. An innovation which has been very received wide acclaim is the publication in the Journal of CIBSE funded building energy case studies written mainly by John Field. John also produced the CIBSE Building Energy Benchmarks which the Government has used as one of the fundamental building blocks of Operational Ratings and are critical to the implementation of the Energy Performance in Buildings Regulations. The second of these is published in October. The Journal has also just welcomed onboard Professor Tim Dwyer as part-time technical editor, to help support the Journal team and contribute to the ongoing development of the technical content. In terms of advertising, the Journal continues to hold its own in the marketplace with the sales team continuing to work hard to bring in a steady revenue stream. The September edition saw the publication of the first sponsored Roundtable, which was also filmed, which significantly contributed to one of the best months in terms of revenue, to date.

CIBSE Training and Events
Despite the very difficult economic climate which has seen quite a number of training and events companies close this year, CIBSE Training and Events has done well in 2010. Many big construction companies which have traditionally been our main clients still have their training budgets and graduates recruitment on hold and this has affected numbers attending conferences and training events. Despite this however, most of the training areas are on budget, and Mid Career College is slightly above budget. This is a very good performance indeed and results from great efforts by the events team to find new markets and develop ‘must-attend’ courses. The Building Regulations Part L course has been a huge contributor in achieving these numbers, both as public and in-house courses. A Scottish Section 6 course is now being developed which we are hoping will do well and help to ensure we stay on target for 2010. Training and events is also an area which has seen significant staff change this year. We have just said a temporary Good-bye to Anita, who is expecting twins in November, and to Jude who is leaving us to make a new life in Canada. Our best wishes go to them both for the future.
Certification update

Last year almost 90% of CIBSE Low Carbon Consultants (LCCs) and CIBSE Low Carbon Energy Assessors (LCEAs) renewed their registration in September and it is pleasing to be able to report that renewal rates look similarly positive for this year too. While there has been some fall out of registrants, so far this seems to be caused by people quitting certification activity rather than by migration to other schemes. More people have registered with CIBSE Certification during the year and payments received so far are higher than this time last year. Forecast for lodgement (certification income) income has had to be adjusted downwards to meet the current realities in which CIBSE members are being badly affected by the low level of compliance and non-existent enforcement of the Energy Performance in Buildings Regulations.

Staffing in Certification has been reduced by approximately 40% without the necessity for redundancies.

An additional stream has been added to the LCC Register which is LCC Energy Management Systems to BS EN 16001. Applicants attend a 5 day CIBSE training course which is split into two parts – the first 2 days being the technical parts of BS EN 16001 covering such things as establishing energy aspects of the organisation and a building, implementation and operation, monitoring, metering and targeting and operational control. The last 3 days forms an introduction to BS EN 16001 terminology, energy management system model, policy and procedure development, planning, implementation and operation, auditing and relationships with other standards e.g. ISO 9001, and ISO 14001. Successful completion of the course enables attendees to develop, implement and maintain an energy management system in their own company or for their clients. We currently have 12 LCC EMS registrants and a further course is planned for November.

CLG has revised the Quality Assurance requirements for all schemes dramatically increasing the demands and therefore the costs. There is some concern that CLG will not adequately police these requirements, leaving members of those accreditation schemes which seek to comply at a serious disadvantage. CLG has been lobbied on this point but if there is no move to police the new system by the end of the year, further action will have to be taken.

New registration September 2009 to September 2010:

DEC - 60
EPC Level 3 & 4 - 76
EPC Level 5 - 59
Air Conditioning Level 3 & 4 – 71
Scotland - 13
LCC - 59

Marketing and Communications

Press summary

From July to September we issued press releases on the Building Performance Awards, Part L Conference, Building regulations – CIBSE response to the government consultation, the Graduate of the Year award, Commissioning water systems guides and SLL lighting masterclasses

We were successful in publishing a letter ‘Failure to follow law jeopardises emissions targets’ in the
Financial Times and the Independent mentioned CIBSE in an article looking at air conditioning in buildings. We had articles published in Electrical Review, HVR and Property Management Select and gained good all round trade press coverage.

Exhibitions
In September CIBSE attended The Energy Event, the focus was on Energy Management, the Building Performance Awards and Membership. The event was well attended and proved to be pretty successful for CIBSE. Also in September we attended the London HEVAR event to support the launch of the Commissioning water systems guides a joint CIBSE/BSRIA publication. The final event of the year will be the M&E exhibition at Olympia in October with a push on SLL Masterclasses, membership and publications.

Building Performance Awards
In July we launched the 2011 Building Performance Awards, these awards replace the CIBSE Low Carbon Performance Awards. The categories were revised to ensure that each area that affects the performance of a building is covered which will increase the number of people able to participate. Management of the awards was given to RedActive Media who also work on the CIBSE Journal.

SUPPORT SERVICES

Governance
The revisions to the Royal Charter and Bylaws, agreed at the AGM in May 2010, received Privy Council approval on 21st July and are therefore now in effect.

IT Systems
Consultancy work undertaken on the Institution’s IT systems, and particularly the Knowledge Portal project, has led to the conclusion that an incremental approach to development is the appropriate way forward, and that a change to the Institution’s main Integra system should not be contemplated before 2012. Developments continue towards the integration of systems, with a view to providing members with a single login to an increased number of the Institution’s systems.

Accounts Department
Management accounts have been prepared for each of the first eight months of 2010 for both CIBSE and CIBSE Services and have proved to be an invaluable aid in monitoring business performance and enabling management to take appropriate action in a difficult economic climate.

Forecasts for 2010 are being done at the end of each calendar quarter.

The budget for 2011 is being prepared and will be presented to the Board in November 2010.

Considerable focus remains on cash reporting and forecasting.