

MINUTES OF THE MEETING

Meeting No: 5

Date: 10/04/2008

Location: University College London, London

Present:

1. John Palmer (Faber Maunsell) CHAIR
2. Dejan Mumovic (Bartlett, UCL) Secretary
3. Colin Ashford (ConsultECO)
4. Robert Garwood (BRE)
5. Ian Taylor (Fielden Clegg Bradley)
6. Nyree Hughes (CIBSE)

Apologies:

7. Geoff Hardwick (previously of BRE)
8. Richard Daniels (Schools Capital Design Team, DFSC)
9. Gordon Hudson (Mott MacDonald) Andrew Wright (De Montfort)
10. Paul Eslinger (White Young Green)
11. Steve Sharples (Sheffield University)
12. Maria Kolokotroni (Sheffield University)
13. Dick Bradford (Barnsley BC)
14. David Coley (Exeter University)
15. Mukund Patel (DfES)
16. Nick Hopper (Monodraught)
17. Mike Davies (Bartlett, UCL)
18. Ian Pegg (Buro Happold)

1. Introduction

- University College London acknowledged for providing venue for this meeting
- Guest introduced: Nyree Hughes – CIBSE
- John Palmer apologised that Valerie Bragg of 3es who he had arranged as the guest speaker could not attend to update on the RIBA Schools Forum activities.

2. Minutes of Previous Meeting

- The minutes of the 4th meeting prepared by Dejan Mumovic and John Palmer approved.
- All other actions of importance to this meeting were completed (see Actions Taken)

3. CIBSE SDG Launch Event, April 2008, Newcastle

- The group's launch event will be held in parallel with CIBSE/ASHRAE National Conference in Newcastle.
- UCL UrbanBuzz Programme has covered the costs of the launch event including the printing costs related to CIBSE School Design Group Bulletin Number 1 – Engineering Sustainable Schools (1,000 copies)
- The event will be held at The Sage (Newcastle).
- Gordon Hudson will organise a short session on procurement and energy (BSF Procurement Examples). The panel members will be from Mott MacDonald, Robertson FM, Aura, Newcastle City Council and Sir Robert MacAlpine. Gordon Hudson to provide names and their positions.

CIBSE School Design Group

- Guest speakers will include: Peter McLennan (University College London) and Graham Capper (Northumbria University)
- Dejan Mumovic had produced an excellent 'newsletter' on the activities of the SDG to be distributed at the launch meeting and other events.

4. CIBSE SDG @ E-PoD Conference, 07th July 2008

- The group will contribute to the Low Carbon Buildings Symposium which will be held in London on 07th July 2008.
- Dejan Mumovic informed that UCL UrbanBuzz Programme has decided to cover the costs of this symposium. The nominal registration fee will be charged. The collected money will be used to provide better catering services.
- Dejan Mumovic has responsibility to organise this event.

5. CIBSE SDG @ IBPSA-WORLD Conference, 2009

- Dejan Mumovic contacted Lorry McElroy (Light House, Strathclyde University, and IBPSA Scotland President) to discuss this matter. The CIBSE School Design Group will be responsible to organise 2 hour event. Details to be discussed during the next meeting. Should we organised a seminar or a regular conference session? Should we ask Carbon Trust Scotland to support us?

6. Guest Speaker: John Palmer

- John Palmer has presented his work on cost effectiveness of mechanical and natural ventilation systems.

7. Actions Taken

- IT had contacted RIBA and CABE. He would suggest to Robin Nicholson that he should contact John Palmer.
- John Palmer had attended a BCSE meeting on low carbon schools and had made contact with Roderick Bunn of BSRIA.

8. AOB

- Ian Taylor has kindly offered to inform us on the new developments regarding work of the Task Force on Schools. Pieter Clegg of FCB Studios is a member of the Task Force Committee.
- John Palmer is in position to do the same.
- Colin Ashford has presented his paper on use of school design for optimisation of educational productivity.
- Colin Ashford to organise the next CIBSE-SDG event in October/November 2008.

9. Date of Next Meeting

- The next meeting will be held in September/October 2008. No date was set up.

ACTIONS:

- John Palmer to find a home for school related publications
- John Palmer to contact CABE
- John Palmer to check if we can use Share Fair Scheme (BRE)
- Ian Taylor, John Palmer and Dejan Mumovic to compile the list of all school related organisations. Richard Daniels to be approached for help.
- Dejan Mumovic to book a room for the next meeting and provide details how to get there.