

MINUTES OF THE MEETING

Meeting No: 13

Date: 09/12/2010

Location: University College London

Present:

1. John Palmer (AECOM) CHAIR
2. Dejan Mumovic (Bartlett, UCL) Secretary
3. Alex Nenadovic (CIBSE HQ)
4. Mike Entwisle (Burro Hapold)
5. Maria Kolokotroni (Brunel University)
6. Richard Daniels (Schools Capital Design Team, DFSC)
7. Colin Ashford (ConsultECO)
8. Martin Liddament (instead of Nick Hopper of Monodraught)
9. Benjamin Jones (Monodraught)
10. Greg Keeling (Essex County Council)
11. Richard Kyle (Institute of Acoustics, instead of Peter Rogers)
12. Amrita Dasgupta (Leicester Council)
13. Carl Sutterby (Windowmaster England)
14. Janick Roth (Windowmaster Denmark)
15. Ian Taylor (Feilden Clegg Bradley)

Apologies:

16. Derek Clements-Croome (University of Reading)
17. James Wheeler (HSE)
18. Steve Sharples (Sheffield University)
19. Paul Eslinger (Frankham)
20. James Hammick (Passivent)
21. Andrew Wright (De Montfort University)
22. Dick Bradford (Barnsley BC)
23. Robert Garwood (Luton Borough Council)
24. Gordon Hudson (Mott MacDonald)
25. Mike Davies (UCL)
26. Renate Powell (Carbon Trust Scotland)
27. David Coley/Stephen Simm (Exeter University)
28. John Mardaljevic (De Montfort University)

1. Introduction

John Palmer welcomed the meeting to UCL offices and noted apologies from Mike Davies, Steve Sharples, Renate Powell, Andrew Wright, Robert Garwood, Stephen Simm, James Hammick, Paul Eslinger, James Wheeler and Derek Clements-Croome.

2. Minutes of Previous Meeting

The minutes of the 12th meeting prepared by John Palmer and Dejan Mumovic were approved.

3. Potential New Committee Members: Amrita Dasgupta (Leicester City Council) and Dr John Mardaljevic (De Montfort University)

Amrita Dasgupta and Dr John Mardaljevic have been invited to give the inaugural presentations to the Committee on the 10th March 2010 at Feilden Clegg Bradley Studios HQ.

4. Presentation 1: Carl Sutterby (Windowmaster)

CIBSE School Design Group

- Carl Sutterby gave a presentation on “Design and Control for Natural Ventilation”. Good indoor air quality could be provided through automated pulse ventilation supplemented by trickle ventilation within automated facades. Use of the third party components to control natural ventilation leads to diluted responsibility for overall performance. Ventilation strategies for Kingsmead Primary School and Oerestad High School (Denmark) were presented. Mike Entwisle, John Palmer, Richard Kyle, Colin Ashford, Richard Daniels Greg Keeling, Ben Jones and Martin Liddament contributed to the discussion.
- Dejan Mumovic to upload Carl’s presentation on CIBSE SDG website
- Colin Ashford, Martin Liddament, Mike Entwisle and Ben Jones contributed to the discussion. Carl Sutterby to disseminate a form with input parameters required for preliminary ventilation design.

5. CIBSE SDG/CIBSE NVG Event

- Ben Jones has reported that this event will be supported by Monodraught, Windowmaster and Passivent. All speakers have been confirmed. This event will be held in late February, early March. CIBSE SDG support offered.

6. CIBSE SDG Symposium on Schools

- Dejan Mumovic is preparing a joint UCL/CIBSE SDG Symposium focusing on indoor air quality in schools aimed at both academics and practitioners. CIBSE SDG Group to facilitate interactive workshops. The content and timing should not overlap with Ben Jones/James Hammick’s event. The event to be held in May/June 2011 at UCL.

7. CIBSE Journal Supplement on Schools

- Bob Cervi is preparing a new CIBSE Journal Supplement on Schools. Dejan Mumovic provided him with a list of CIBSE SDG Committee members which have agreed to contribute to the group’s outreach activities. Professor Tim Dwyer has joined CIBSE Journal editorial board which should contribute to raising technical quality of the journal.

8. CIBSE School Design Group Bulletin No. 4

- Dejan Mumovic has informed the Committee that the work on the new bulletin will start in early January. Although CIBSE HQ does not financially support production of the group’s bulletins, it does appreciate efforts of CIBSE SDG to produce high quality publication at no costs to CIBSE. As usual, the new issue should be printed a few weeks before CIBSE National Conference and it should be disseminated at newly established CIBSE Technical Forum.

9. CIBSE TM on Schools

- John Palmer has informed the Committee that PROD has approved CIBSE TM on School Design. The initial TM structure prepared by John Palmer and Dejan Mumovic and approved by PROD was discussed. All members contributed to the discussion and agreed to contribute to TM.
- John Palmer and Dejan Mumovic to meet Andy Ford (CIBSE President) to discuss the content of this TM.
- All Committee members to prepare a 2 page proposal by the end of January. In the page 1 (so called RUNT page) the members should give their personal view how this TM should evolve. The page 2 should be used to describe the topic that the Committee member can contribute to having in mind the approved TM structure (see Appendix).
- All ‘proposals’ to be sent to Dejan Mumovic by the end of January 2010.
- John Palmer and Dejan Mumovic to revise the structure and to allocate tasks to all volunteers by the end of March 2010.

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- All chapters should be submitted to Dejan by the end of July 2011.
- Dejan Mumovic offered design services of his postgraduate students to ensure consistency and high quality of all graphical outputs. Accepted.

10. AOB

- Ben Jones to thank to Nick Hopper for after meeting 'refreshments'.

11. Date of Next Meeting

- Dejan Mumovic has informed the Committee that the Bartlett School of Graduate Studies will be moving to the new building on the other side of the UCL campus (just opposite of Euston Station) in March 2011. Ian Taylor has kindly offered to host the next meeting of CIBSE SDG and NV groups. The next meeting will be held on the 10th March 2011, Feilden Clegg Bradley Studios, 10:30-13:30.