

## **MINUTES OF THE MEETING**

**Meeting No: 3**

**Date: 15/11/2007**

**Location: Wilkins Building, University College London (UCL)**

### **Present:**

1. John Palmer (Faber Maunsell) CHAIR
2. Dejan Mumovic (Bartlett, UCL) Secretary
3. Andrew Wright (De Montfort)
4. Richard Daniels (Schools Capital Design Team, DFSC)
5. Paul Eslinger (White Young Green)
6. Colin Ashford (ConsultECO)
7. Nick Hopper (Monodraught)
8. Peter Raynham - Guest
9. Peter McLennan - Guest

### **Apologies:**

10. Steve Sharples (Sheffield University)
11. Maria Kolokotroni (Sheffield University)
12. Dick Bradford (Barnsley BC)
13. David Coley (Exeter University)
14. Mukund Patel (DfES)
15. Gordon Hudson (Mott MacDonald)
16. Ian Taylor (Fielden Clegg Bradley)
17. Mike Davies (Bartlett, UCL)
18. Ian Pegg (Buro Happold)

#### **1. Introduction**

- UCL acknowledged for providing venue for this meeting
- Guests introduced: Peter Raynham (expert in lighting) and Peter McLennan (expert in facility management)

#### **2. Minutes of Previous Meeting**

- The minutes of the 2<sup>nd</sup> meeting prepared by Dejan Mumovic and John Palmer approved
- All actions of importance to this meeting completed

#### **3. Lighting in Schools (Peter Raynham)**

- **Peter Raynham**, Lecturer in Lighting at the Bartlett School of Graduate Studies, University College London, gave a presentation on Lighting in Schools. Although it is acknowledged that day light is the best solution for school classrooms electric lighting is still required and it is important to design this correctly. He therefore focused on electric lighting in schools and his collaboration with Lund University in Sweden. He presented his research idea on energy efficient electric lighting for school buildings (EPSRC Grant) and the impact of this on learning. JP suggested that he should contact Professor Croome because he is running a project that is also trying to determine learning outcomes in schools but as a function of ventilation. JP to forward details of Professor Croome to PR.
- His presentation was distributed to all members of the Committee and will be uploaded on CIBSE School Design Group web-pages in the near future.

## ***CIBSE School Design Group***

- The presentation was followed by lively discussion and two important issues were highlighted: (a) the need for reconfigurable lighting systems in schools (Paul Eslinger) and (b) how to design lighting in classrooms with whiteboards.

### **4. Facility Management in Schools**

- **Peter McLennan**, Senior Lecturer in Facility Management at the Bartlett School of Graduate Studies, University College London, gave a presentation on Facility Management in Schools. He pointed out that schools are an example of 'trading through the space' – the classroom is the space through which the service of teaching is carried out. Therefore, he focused on FM as a service operation, operating budgets (Capex vs. Opex assumptions) and problems of traditional briefing process. He presented his research idea to examine how to reduce year on year OpEx exposure over the life time of the building (EPSRC Grant).
- His presentation was distributed to all members of the Committee and will be uploaded on CIBSE School Design Group web-pages in the near future.
- To support his presentation Peter provided a copy of the paper written by Graham Ive titled Re-examining the cost and value ratio of owning and occupying buildings which was published in Building Research and Information 34 (3), 230-245.
- The meeting commented how valuable it was to have guest presentations and it was agreed that guest lectures should be a regular event at our meetings. JP suggested that placing the presentations on the website would provide a means of disseminating the information more widely. RD commented that 'personalisation' is a coming trend in education and this may lead to open plan classrooms. It was agreed that the committee should try to establish contact with the educationalists to discuss the issues that this may raise in terms of internal environmental design.

### **5. Actions Taken**

- Dejan Mumovic DID NOT forward the existing CIBSE Group Manual. To be done ASAP.
  - Richard Daniels DID NOT compile a list of parties/contacts interested in School Design (do not use abbreviations/acronyms only, please)
  - John Palmer DID NOT find a home for school related publications
  - John Palmer DID NOT contact RIBA, BCSE, BSRIA and CIBE
  - Richard Daniels DID NOT send us a template for studies on schools
  - John Palmer DID NOT check if we can use Share Fair Scheme (BRE)
  - Richard Daniels DID NOT explore possibilities to upload technical research papers on the Institute of Education database (Richard to provide us with a template for research register)
  - Richard Daniels DID NOT circulate a copy of the school related events
  - Nick Hopper DID NOT present CO2 measurement results at the next meeting
- ALL OTHER ACTIONS HAVE BEEN COMPLETED.**

### **6. AOB**

- John Palmer suggested that we should organise the launch event at the same time with CIBSE National Conference. The idea accepted. Dejan Mumovic to explore possibilities to organise the Group's launch event as a fringe event at CIBSE National Conference in Newcastle (29-30 April 2008). Dejan Mumovic supported with Gordon Hudson and John Palmer are responsible for this task.
- Dejan Mumovic suggested that we should organise a session focusing on schools within IBPSA 2009 World Conference. The idea accepted. Dejan Mumovic to explore possibilities to organise a session on schools at the forthcoming IBPSA 2009 World Conference which will be held in Glasgow.
- Dejan Mumovic informed the Committee about the Group's web-site.
- Richard Daniels and Dejan Mumovic will attend a meeting organised by Sustainable Development Commission at the Whitehall. Topic: Zero Carbon Schools.

## ***CIBSE School Design Group***

- CA distributed a CD containing the RDS material of the Carbon Trust and CIBSE and presentations about Whitecross School. He requested feedback on the room data sheets from the members of the committee.

### **7. Date of Next Meeting**

- The fourth meeting of the Group will be held on 24<sup>th</sup> January 2008 at University College London. Dejan Mumovic to circulate the details ASAP.

### **ACTIONS:**

- (not taken previously) Dejan Mumovic DID NOT forward the existing CIBSE Group Manual.
- (not taken previously) Richard Daniels DID NOT compile a list of parties/contacts interested in School Design (do not use abbreviations/acronyms only, please)
- (not taken previously) John Palmer DID NOT find a home for school related publications
- (not taken previously) John Palmer DID NOT contact RIBA, BCSE, BSRIA and CIBE
- (not taken previously) Richard Daniels DID NOT send us a template for studies on schools
- (not taken previously) John Palmer DID NOT check if we can use Share Fair Scheme (BRE)
- (not taken previously) Richard Daniels DID NOT explore possibilities to upload technical research papers on the Institute of Education database (Richard to provide us with a template for research register)
- (not taken previously) Richard Daniels DID NOT circulate a copy of the school related events
- (not taken previously) Nick Hopper DID NOT present CO2 measurement results at the next meeting
- Dejan Mumovic to book a room for the next meeting and provide details how to get there
- Dejan Mumovic to explore possibilities to organise the Group's launch event as a fringe event at CIBSE National Conference in Newcastle (29-30 April 2008). Dejan Mumovic supported with Gordon Hudson and John Palmer are responsible for this task.
- Dejan Mumovic to explore possibilities to organise a session on schools at the forthcoming IBPSA 2009 World Conference which will be held in Glasgow.
- Dejan Mumovic to work with CIBSE on the Group's web-site. All members of the Committee to provide support if necessary.
- Colin Ashford to present his CD compilation to the Committee.
- John Palmer and Dejan Mumovic to invite another guest speaker to give a presentation to the Committee.