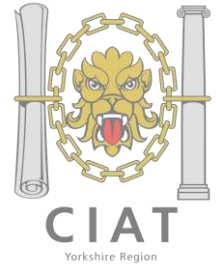


Yorkshire Regional Committee Meeting

Minutes - 24 November 2014

David Young Community Academy, Leeds



Present

Mark Wilson (Chair)	MW
Gihan Badi	GB
David Cormack	DC
Dai Evans	DE
Matthew Brooke-Peat	MBP
Jonathon Legge	JL
George Zubak	GZ
Stuart Peter	SP
Nik Wilson	NW
Natasha Vermeulen	NJV

Apologies

Stephanie Holderness	SH
Mark Kennett	MK

Previous Minutes – minutes not available. CHAIRMAN'S WELCOME

1. GUEST INTRODUCTIONS – the meeting welcomed CIAT members George Zubak and Stuart Peter attending as guests.
2. APOLOGIES – as listed above
3. DRAW FOR GREENBIM ATTENDEES
 - Kevin Williams and Mark Machin
4. MATTERS ARISING - As minutes not available from last meeting the following items arise from recollections of the Committee and other matters which should be discussed at this stage of the meeting.
 - 4.1 AT Register in response to Rep Ireland Building Regs and exclusion of AT's from the 2014 Building Surveyors Register system. All Committee Members encouraged to sign up to the AT Register (CIAT Head Office initiative).
 - 4.2 Local CPD Events and Regional Chapters – MBP has been in contact with Sheffield Hallam University (SHU).
 - 4.3 Deputies to Regional Officers - MW proposed this at last committee meeting (un-minuted) and this confirms following are designated :
 - Deputy Chair – JL
 - Deputy Councillor – NJV
 - Dep. Secretary – SH
 - Dep. Treasurer – MBP
 - CPD Coordinator –
 - Dep. Education Officers – not yet allocated
 - 4.4 Committee Meetings 2015

- 9 February
- 27 April
- 29 June

- 4.5 Leeds Beckett University (LBU) Careers Fair – NJV, MW, SH and DE attended and from talking with students at the event, comment that the CIAT message (awareness of the Institute) not getting through to LBU students. However LBU have since confirmed next year's event will be sponsored. Agreed that CIAT should take part.
- 4.6 MW attended Huddersfield University 6 Nov to give talk and chat with students. Reports 30 students attended of which 5 not CIAT Student members.
- 4.7 Regional CPD Day Thurs 11 June 2015 – CPD Survey consensus that a 1 day event would be well received (as the RIBA Roadshow). Will utilise three lecture theatres and two classrooms. CIAT will pay for catering and look for sponsorship to cover this. Provisionally contact with Hobbs Studio and Recticel Insulation. Also seeking interest from TRADA. Lead Sheet Association – DC will contact.
- 4.8 Regional Summit - MW initiative for a getting together between Regions has been endorsed by the Institute with agreement for two representatives from each Region. MW has had Skype discussions with Francesca Berriman(FB) and Gary Mees(GM). FB is looking at costs with suggestions of venue centred on Birmingham. MW and GM will co-chair. Jon Legge to attend also.
- 4.9 50th Anniversary Event - £1000 available to each Region with criteria for using these funds to be:
- Events open to all Regional members
 - Specifically celebrating the anniversary
 - Approval of CIAT CEO

MW's view that this is a major CIAT milestone event and could also reflect on what was happening 50 years ago.

MBP suggested combining with the Leeds Beckett CPD event.

MW to speak to Adam to determine if CIAT funds can be spent inviting other Regions to the event.

- 4.10 NW advised can apply to Head Office for an additional £500 during the year to support the Region (redistribution of funds from dormant regions)

5. REGIONAL CHAIRMANS REPORT

Merged into Councillors report as MW provides temporary dual role.

6. REGIONAL COUNCILLORS REPORT

6.1 MW's report from 6 September Council meeting appended these minutes.

6.2 CIAT Promotional Event 2015 (similar to last year's awards ceremony) to be held at the Savoy in London.

7. REGIONAL TREASURERS REPORT

7.1 CIOB + CIAT annual allocation for the Region is £2090 but Outturn likely to exceed this by £437 = total of £2527. This is due to two purchases, more expensive CPD venues and six committee meetings for the year.

7.2 CPD events in particular have contributed to this, even with CIOB contribution. Some venues costing up to £190 per session.

7.3 NW will request additional funds from Head Office. NW advises savings needed elsewhere but MW feels frequency of meetings is justifiable. Need to plan now for balanced Outturn in 2016.

8. REGIONAL EDUCATION OFFICERS REPORT

8.1 MBP and DE have had discussions with Cath Bassilio and Frances Robertson of Sheffield Hallam. DE to pursue this further. MBP is looking into piloting Member – SHU events in Sheffield.

8.2 LBU – Tahira Hamid keen to engage more with the Region and in reciprocation Tahira to be encouraged to contact us for specific event involvement.

8.3 Huddersfield University – undergraduate AT courses to be axed with no new courses from 2015 but committed to present students for 3 – 5 year current course duration. Will be some post graduate expansion. DE has been attempting to develop links but remains work in progress. MBP feels still opportunity for linking up between students and CIAT Region. HU keen on involving CIAT in end of year showcase.

8.4 Leeds College of Building so far not responding to opportunity of developing CIAT links.

8.5 MW has made contact (via Tahira Hamid) with Alison Watson (Class of Your Own) who runs workshops in schools to introduce construction skills. Useful link for the Region to engage with Schools.

9. REGIONAL CPD OFFICERS REPORT

9.1 MW asked for updates from those who have agreed to organise events

- NW will look into Bullivants (piling techniques) – date to be advised possibly February
- SH – Glass - March
- SH – Temple Works visit – April
- May topic Building Performance – speaker and venue arranged.
- Rob Langley to be approached for October

10. WEBSITE

10.1 DC outlined options for developing replacement responsive website (ie responds to tablet and smartphone screen sizes). Quotes so far starting price of £1500 for Sheffield based Wordpress specialist, £600 + V for a UK based agency outsourcing development to an India Office and £200 for Matthew Wilkinson (a talented IT student) who has already developed a new site for MW.

10.2 Discussion about why this can't be part of the CIAT main website or procured through a professional web consultancy. Unlikely to get funds from head office. Issue of Regional sections on the main website was ruled out by Head Office when MW requested this as part of the CIAT main website overhaul. Also option of combining forces with other regions raised.

As there are no spare funds within the Region or any prospect of Head Office funds, agreed to go ahead with Matthew Wilkinson. Objective to transfer existing website to new by may 2015 ready for the June day event. However DC cautioned that Matthew Wilkinson is a current IT student and his timescale may be constrained by this.

10.3 DC to be designated Regional Media Officer.

11. ANY OTHER BUSINESS

11.1 George Zubak and Stuart Peter proposed and seconded as new Committee Members

11.2 MW in contact with Claire Bowles of Leeds Beckett – Centre For Knowledge Exchange. Keen to present to Committee and provisional date next Committee meeting (9 Feb). MBP pointed out our logo no longer on their website and we should request more access to their events.

11.3 NW asked if any matters arising from AGM agenda. – MW confirmed resolutions are un-contentious – it is for the Committee to decide how our delegates are to vote but this year mainly focused on changes to the Code of Conduct.

11.4 NW raised issue of numbers attending CPD events – need to know in order to book refreshments without waste. DC to look into options for website booking system.

12. NEXT MEETING – 9th February - 6.30pm, David Young Community Academy

Regional Councilors Report - National Council Meeting 6 Sept'14



Executive Board Elections

The following elections to post were confirmed:

- President Elect - Garry Mees (Alex Naraian was beaten by one vote)
 - My vote went Alex Naraian
- Honorary Treasurer - Doug Fewkes (Bob Kay withdrew from the election)
 - Voting was unanimous
- Vice President Technical - Kevin Crawford (unchallenged)
 - Voting was unanimous

Election of Councillor Directors to Executive Board

There were four places available to which three councillors were elected -

- David Traynor
- Denise Germaine

1. Richard Helliard

Two additional Deputy Councillor Directors were also elected -

- Jacqueline Evans
- Simon Ward

CIAT Accounts

The Institute accounts were reported as being in good order, with a healthy surplus.

The Hon. Treasurer reported that there should not be a shortage of funds in the foreseeable future.

Councillors asked to remind their regional/centre committee that any request for funds needs to come through the regional/centre committee's Treasurer and not just from any ad-hoc committee member, which includes the Chairman and Secretary.

Resolutions for AGM 2014

There will be resolution(s) relating to the ongoing refinement of the 'Code of Conduct' put before AGM delegates.

2015 50th Anniversary Events and Celebrations

The location selected for both AGM and President's Ball is Edinburgh - The 50th Anniversary committee is to be reconvened to explore venue and format options.

An additional celebratory luncheon will also be held in September 2015 at the London Savoy, similar to the Awards Luncheon held earlier this year. The invitees have yet to be finalised but it is possible that each region/centre will be asked to put forward a single representative member again. This will be a flagship event for the Institute and is intended to be heavily publicised and involve invitations to the national press.

A 50th anniversary commemorative plaque has been commissioned for central office. As the building is in a conservation area this may be required to be sited within the main entrance hall dependent upon planning restrictions.

CIAT branded items have also been proposed - we await details of these.

2016 AGM and Presidents Ball

The pitch made by the Southern Region proposing a university venue in Southampton was accepted .

Gold Award

Three recipients have been nominated for this award. - Their identities will remain confidential until announced at this year's AGM.

Architectural Technologist's Register

This has been developed in support of the RoI members who remain in a retrograde position professionally.

All members are encouraged to apply for inclusion on the register in order to give it credibility.

The aim is for the Register to be given 'Statutory' status, which will require member registrations to number 500 - 600.

Regional Activity

Many regions reported a good level of activity (but not all).

I reported that we had a good level of activity with increasing involvement in schools and careers fairs. Although relationships with our universities was good, it was sporadic in terms of dialogue. - VP Education was encouraged by increased involvement with schools generally and endorsed to need to commit and develop this more intensely.

Yorkshire Region - Papers to Council.

We submitted two papers to council -

1. Regional Summit - for the purpose of sharing ideas, best practice and collaborating on events. - The proposals were generally well received by Council and received a unanimous vote to take forward.
2. Membership feedback survey - This is already factored in as part of the new corporate plan, and will be taken forward by central office.

Membership

VP Education confirmed publication of Professional Standards Framework – document that explains what a newly qualified CAT should be and do - available on main web site.

Institute cooperation

VP Practice confirmed development of a new working relationship between CIAT and International Institute of Risk and Safety Management (IIRSM).

Also the Landscape Institute, the Association of Planning Supervisors and the Institute of Structural Engineers all wish to build closer relationships with CIAT ,