

## BUSINESS MEETING

Minutes of Business Meeting held at the Moyes Centre  
David Young Community Academy  
on Thursday 6 June 2013 @ 6.30pm.

### .01 Present:

Mark Kennett (MK)	Regional Chairman
Henry Spence (HTS)	Regional Councillor
Nik Wilson (NW)	Regional Treasurer
Matthew Peat MCIAT (MP)	Regional Education Officer
John Farrah (JF)	Committee Member
Mark Wilson	Committee Member

### .02 Apologies for Absence:

Phillip Thompson, MCIAT (PT)	Regional Secretary
Richard Turner MCIAT (RT)	Regional CPD Officer
Nick Jauncey ACIAT. (NJ)	Committee Member

### .03 Guests:

Dai Evans, ACIAT (DE)	Yorkshire Regional Member
David Cormack, MCIAT. (DC)	Yorkshire Regional Member

## 2.0 Minutes of Previous Meeting

### 2.01 Minutes of Meeting held on 4 March 2013

- a) Minutes of the last meeting held on 4 March 2013 had only just been received by some but not all committee members, and so were not able to be ratified as to their content/accuracy.

*Minutes to be reviewed by all committee members and reported at the next meeting*

### 3.0 Matter's Arising.

No matter's arising where noted.

### 4.0 Regional Committee Elections.

#### 4.01 Regional Committee Membership.

The following Parties present where invited to consider becoming members of the Regional Committee:

- David Cormack, MCIAT (DC)
- Dai Evans, ACIAT. (DE)

*All agreed to accept this invitation, and there appointment was fully ratified by the Regional Committee members present at the meeting.*

#### 4.02 Post of Regional Committee Chairman

It was noted that the post of Regional Chairman had reached the end of its current two year tenure. Mark Wilson expressed an interest in this role.

*The election was proposed and seconded by members present and Mark Wilson was duly elected Regional Chairman for the next two years.*

#### 4.03 Post of Regional Committee CPD Officer

Richard Turner had previously stated that he intended to retire as Regional CPD Officer by the end of 2013. Outgoing Regional Chairman - Mark Kennett expressed an interest in assuming this role.

*The election was proposed and seconded by members present and Mark Kennett was duly elected Regional Chairman for the next two years.*

#### 4.04 Post of Regional Education Officer

Dai Evans stated he wished to shadow Matthew Peat in this role, with a view to assuming the role in due course.

#### 4.05 Post of Regional Secretary

Philip Thompson is requested to confirm his continuation in this role post meeting.

#### 4.06 Post of Regional Councillor

Henry Spence confirmed he wished to continue in the role for the remaining two years of his elected term. Thereafter he envisaged a non Officer role on the committee for a further three years prior to retirement.

### **5.0 Regional Councillor Report.**

HTS informed the mtg of the following:

- a) The CIAT Student award is to be coordinated as a region, but due to time constraints it will be included within the event to be held at Sheffield Hallam on 18 June 2013. Region representation to be made by Matthew Peat.
- b) The new CIAT chartered membership procedure has been approved and has been put in place with open invitation for applications.
- c) There will be three CIAT Executive board positions available in September:
  - Vice President Education
  - Vice President Practice
  - Honourable Secretary
- d) The Rol government still refuse to recognise CIAT members qualifications. Awaiting further update from central office.
- e) Nothing further to report on membership Future Strands.
- f) The first non UK accredited university to offer an Architectural Technology degree course is in Denmark.

### **6.00 Chairman Report**

MK informed the mtg of the following:

- a) CIAT AGM to be held in London on Saturday 16 November 2013.
- b) Yorkshire region can send up to four voting delegates. MK and HTS to go as Past President and Regional Councillor respectively.
- c) MK extended invitation to go as voting delegate to meeting attendees. The following to attend:
  - Nick Wilson
  - Matthew Peat
  - David Cormack
  - Mark Wilson

- d) John Farrar tendered his resignation from the CIAT Yorkshire Region committee with immediate effect. MK thanked, and praised him for his significant contribution to the regional committee during his time there, and duly accepted his resignation.
- e) MK noted the continued absence of a number of registered committee members.

### **7.00 Secretary Report**

PT had not submitted anything to report prior to the meeting.

### **8.00 Treasurers Report**

- a) 2012/13 Budget - NW tabled copies of the region spreadsheet detailing past expenditure and confirming that due to the occurrence of 'free events' i.e. No venue hire charges, the region was in significant credit against its central office allocation.
- b) Confirmed all budget expenditure not accounted for will be returned to CIAT central office.
- c) The budget has been reduced by central office from £2,077 to £1,913 for 2013-14 so we need to be mindful of seeking out subsidised/sponsored, or 'free events' in order to optimise the available budget.

### **9.0 Education Officer Report**

- a) MP reported that his presentation delivered recently at Hull College had been well received. As a direct result the college had offered the region use of its facilities as a future venue for meetings / CPD events should an appropriate need arise.
- b) MP confirmed he would present the CIAT student award on behalf of the region at the up-coming Sheffield Hallam event on 18 June 2013
- c) MP stated that he had contacted Leeds College of Building with a view to forging links with the region. Although this was work in progress, it was a possible opportunity to add a further free venue opportunity to the regional CPD list.

### **10.0 CPD Officer Report**

- a) In the absence of RT, MK undertook this role.
- b) Citing the current draft for CPD events from autumn 2013, - there is a requirement to further populate the event list to include two further events pre-Christmas.
- c) Suggestions of events centred around SIPS and BIM were put forward
- d) MW requested an early trial of varying the start time of evening CPD events from 7 for 7.30pm to 6.30 for 7pm with a view of attracting attendees straight from work rather than from home. - To be implemented at the earliest suitable opportunity.

*MW to make initial arrangement with contact re- SIPS for an event on 12 November '13*

*Possible event on BIM to be scheduled for 3 December '13*

*MP to explore possibilities through Leeds Met / Roundtree Trust on 'Building Performance / Sustainability' with reference to an appropriate case study*

### **11.0 Any Other Business**

No other business was reported.

### **12.0 Next Meeting**

The next committee meeting is scheduled for Monday 14 October - 6.00pm at Moyes Centre, David Young Community Academy.