

# YORKSHIRE REGIONAL COMMITTEE MEETING MINUTES

23<sup>rd</sup> NOVEMBER 2015

ARCADIS, Whitehall LEEDS



<b>Minutes</b>	Rev A 26/11/15
<b>Chairman</b>	Jonathan Legge JL
<b>Present</b>	Mark Wilson MW Gihan Badi GB Nik Wilson NW Jonathan Legge JL Natasha Vermeulen NV Stephanie Holderness SH Matthew Brooke-Peat MBP George Zubak GZ Paul Tinsley PT Dai Evans DE
<b>Apologies</b>	David Cormack, Paul Brown –no longer able to come to meetings.
<b>Distribution</b>	Mark Wilson, Gihan Badi, Nik Wilson, David Cormack, Dai Evans, Matthew Brooke-Peat, Jonathon Legge, George Zubak, Natasha Vermeulen, Stephanie Holderness, Stuart Peter, Paul Tinsley PT

Item	Who	When
<b>1. CHAIRMANS WELCOME</b>		
1.1 –Paul Brown – No longer attending the meetings – remove from mailing list	SH/JL	
<b>2. MATTERS ARISING</b>		
2.1 Treasurer handover – Matthew had received forms, but they have not yet got to Nick for signing.	MBP / NW	
<b>3. REGIONAL CHAIRMANS REPORT</b>		
3.1 Leeds/Sheffield Career Fairs – went well – not additional members however.		
3.2 Sheffield Hallam Looking for a speaker on Thursday 26 <sup>th</sup> – Mark Wilson offered to go	MW	
3.3 Anna Pepe of Leeds – creating an MSc course in AT. JL to meet with her to discuss	JL	

Item	Who	When
<b>4. REGIONAL COUNCILLORS REPORT</b>		
4.1 Councillor report from September to be sent tomorrow- apologies from MW	MW	
4.2 Regional representation for AGM on Saturday – MW encourage our voters to vote for the positive change with more potential for progress		
4.3 CPD Day – MW has sent around email with list of job roles. <ul style="list-style-type: none"> <li>• DE offered to do Student Liaison</li> <li>• MBP happy to do professional body- liaison marketing RIBA/RICS/CABE/CIOB/CIBSE</li> <li>• GB – marketing nationally/local papers/TV etc</li> <li>• MW – sponsorship – needs leads for likely sponsors</li> <li>• GB/TH to liaise with Rosebowl</li> <li>• CPD Liaison – 3 main speakers and CPD presentation that are not manufacturer based. 16 presentations -4 rooms. – Suggestions, straw bales, performance gap, Rowntree trust, passivhaus, Salford House Project (MBP), structural engineer, CDM-domestic and commercial, Party Wall act, BIM-Keith Snook, Tom Oulton BIM (GB). BIM Arups (GB)</li> </ul>		
4.4 GH to source deposit invoice for CPD catering – NW to pay invoice	NW /GB	
<b>5. REGIONAL SECRETARY REPORT</b>		
5.1 Nothing to report		
5.2 Ensure the email list is up to date – remove Paul Brown, include Tahira. (Use Pauls Tinsleys - gmail ptinsley001@gmail.com)	SH	
<b>6. REGIONAL TREASURY REPORT</b>		
6.1 Treasurer handover ongoing	NW/MBP	
6.2 NW to pay invoice for Rosebowl CPD day by end of year	NW	
<b>7. REGIONAL EDUCATIONERS REPORT</b>		
7.1 Sheffield Hallam University - Uptake and retention		
7.1.1 About 2/3 of the students are getting placements (those not are either trailing modules or didn't want to move out of the region).		
7.1.2 The course is not recruiting very healthily but I have spoken to Tara about some initiatives we are aiming to put in place.		
7.2 Sheffield Hallam University CIAT award for Technical Excellence		
7.2.1 JL should have presented an award at SHU on 19-11-15 but unfortunately missed it		
7.3 University of Huddersfield - Uptake and retention		
7.3.1 Course did not recruit this year, 17 in the final year and only 2 in second year		
7.4 Currently looking at an appropriate time to go into the university to do some promotional support with students about “what’s next” in their careers.	DE	
7.5 Leeds Beckett University		
7.5.1 Currently making arrangements with Tahira about arranging a regular timeslot to go in and work with students and support them with project work, as well help answer questions they might have about going into	DE	

Item	Who	When
industry.		
7.5.2 This will start in the new year hopefully, once my office move is complete.		
7.5.3 No indication about uptake and retention this academic year.		
7.5.4 Careers Fair overall was a big success but lacked sufficient relevance to Architectural Technology students, to our knowledge only 2 AT students attended.		
7.6 Additional following committee meeting 23-11-15		
7.6.1 LBU accreditation review is due in May 2016		
7.6.2 LBU is hosting a professional body event in October 2016 – this is similar to the careers fair but exclusive to professional bodies only.		
7.6.3 LBU final year students exhibition 12-2pm Thursday 26-11-15		
<b>8. REGIONAL CPD REPORT</b>		
8.1 Thursday 26 <sup>th</sup> 12-2pm Student presentation		
8.2 Thursday 3 <sup>rd</sup> December – 11-12pm – Student seminar CPD.		
8.3 CPD calendar to be updated – only up to January at the moment. Committee to suggest some CPDs.		
8.4 Need CPDs to book in for Feb, March, April, June & July – Everyone to email Gihan suggestions, so far, MW Glass balustrade visit (April) , NW, structural engineer. MBP-Conservation (March), traditional materials, DE-Acoustics. Air tightness (June). York Minster. Humber bridge.		
<b>9. WEBSITE / REGIONAL MEDIA OFFICERS REPORT</b>		
9.1 Absent – notes sent in by email which were copied to all and read by JL.		
☐ There may be an impression that there has been some dis-functionality with the Regions website and its maintenance. I have been unable until recently to apply adequate time due to exceptional work activity. This has been rectified in the last couple of weeks. The same applies to Jonny Hornby I think who I rely on for (free) advice. However I think it is now reasonably up to date.		
☐ As before I am collating event bookings. 8th December Biophilic Design is looking healthy with around 25 at the moment. There are bookings coming in for Building Regs January.		
☐ Does the committee want an advance article post about the 2016 Day of CPD? I can do this with some text and perhaps a few images including something from this years.		
☐ Would anyone else like to be take a part in maintaining the website? It is not deeply technical but requires patience to conform to the websites structure. A collective approach would be a good way forward including a second pair of eyes with sharing of ideas. I am not an expert in this and took on the role in 2013 because the Region needed it and nobody else offered. I would be happy to run someone else into the role and eventually step aside.		
9.2 Article post about 2016 CPD MW to write.	MW	
9.3 PT offered to help DC with the running of the website. PT has contacted DC regarding this.	PT / DC	
<b>10. REGIONAL STUDENT COUNCILLOR REPORT</b>		
10.1 Careers fair could have been better, few people looking for ATs. GZ felt the university could have had more companies looking for ATs and feels the students need more advice how to approach companies for placements.	MW	

Item	Who	When
<b>11. AOB</b>	PT/DC	
11.1 October 2016 – professional body event at Leeds Beckett – Tahira advises that we have a stand		
11.2 Invite Tahira to become a member	JL	
11.3 Think BIM and Green Vision Janet Mulcrone–invited to next meeting	MBP	
11.4 Paul Tinsley elected as member.		
<b>12. NEXT MEETING</b>		
12.1 Following dates fixed as 25 <sup>th</sup> Jan, 7 <sup>th</sup> March, 9 <sup>th</sup> May and 11 <sup>th</sup> July.		
12.2 To be held at Arcadis, Whitehall Riverside, for the foreseeable		