



## Winter Meeting Agenda

- **New version of BB101 – “Guidelines on Ventilation, thermal comfort, and indoor air quality for school Buildings”**

**Richard Daniels**

Environmental Engineer, Department for Education

Richard has worked in the Department for Education and the Education Skills and Funding Agency since 1987. He is a Chartered Engineer and Member of Chartered Institute of Building Services Engineers. He is responsible for producing Environmental Guidelines for the Design of Schools

**AK Connect BMS System Prototype, Bere Regis Primary School**  
**Winner of the Innovation Category, SPACES Awards**

**Steve Rufus**

Engineering Team Manager, Dorset Property



# Winter Meeting Agenda

Counting House, London

<http://the-counting-house.com/find-us/>

Tuesday 4<sup>th</sup> December 2018

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## PROGRAMME AND AGENDA

Chairman for the meeting – James Bourne, Head of Profession – Engineering

10.00 am Tea/Coffee

10.30 am Meeting start and Introductions

10.35 am Presentations

12.35 pm Technical Matters

12.45 pm Information from the Management Board

- Study Day 2019 (Greg Keeling / Fiona Fanning)
- Yearbook and Awards 2019 (Greg Keeling)
- Regional Hub Meetings (James Bourne)

1.00 pm AOB

1.05 pm DONM and Future Topics

1.10 pm Close

1.45 pm Lunch and networking

As this is the Christmas meeting, the meeting will be followed by a two course Christmas Lunch.

Attendance at the meeting is free but if you want to stay for lunch there is a charge (non-refundable).

- Free for full and corporate SPACES members and CIBSE HCNE
- £20 (inc VAT) for individual, retired, and honorary SPACES members, ACES, SCQS and ACA members
- £30 (inc VAT) for non-members

If you would like a third course, there will be an additional charge of £5 (inc VAT) for all attendees

If you would like to attend this event or send your apologies, please go to the SPACES [website](#) and complete the form, where you can also book your lunch options. For any further information, please email [Fiona Fanning](#), SPACES Manager, alternatively telephone 01344 206299 or on the day mobile 07730 267460.