

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

England & Wales · Charity number 278104

Details

Other names	THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS BENEVOLENT FUND
Status	Registered
Legal form	Other
Company number	RC000885
Registered	1979-11-19
Register	View on the Charity Commission register

Contact

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Activities

Objects: 1) THE PROMOTION FOR THE BENEFIT OF THE PUBLIC IN GENERAL OF THE ART SCIENCE AND PRCTICE OF SUCH ENGINEERING SERVICES AS ARE ASOCIATED WITH THE BUILT ENVIRONMENT AND WITH INDUSTRIAL PROCESSES SUCH AS ART SCIENCE AND PRACTICE BEING HEREINAFTER CALLED "BUILDING SERVICES ENGINEERING". 2) THE ADVANCEMENT OF EDUCATION AND RESEARCH IN BUILDING SERVICES, EINGINNERING AND THE PUBLICATION OF THE USEFUL RESULTS OF SUCH RESEARCH.

Activities: CIBSE publishes authoritative, internationally recognised Guidance and Codes and sets the criteria for best practice in building services engineering, with particular emphasis on the response to climate change. CIBSE accredits courses of study in further and higher education, approves work-based training programmes and provides routes to full professional registration.

Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Education/training, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- Australia
- Hong Kong
- Ireland
- Northern Ireland
- Scotland
- United Arab Emirates
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£16,938,372	£10,092,808	£10,172,960	70
2023-12-31	£9,546,489	£9,364,973	£3,294,521	67
2022-12-31	£8,471,125	£7,703,847	£3,289,233	61
2021-12-31	£6,891,321	£6,612,161	£3,015,908	62
2020-12-31	£6,116,692	£6,203,936	£2,573,505	61

Trustees

Name	Role	Appointed
Vince Arnold FCIBSE	Chair	2020-05-05
Aleksandra Krstanovic		2025-06-10
David Alan Cooper FCIBSE		2020-05-05
David Stevens		2022-05-05
Dejan Mumovic		2025-06-10
Fiona Cousins FCIBSE		2019-05-07
Francis Wilfred Pilbeam FCIBSE		2024-06-12
Mark Walker		2023-06-13
Mike Burton		2023-06-13
Mr Les Copeland		2018-05-10
Peter John Anderson		2025-06-10
WING LUNG MA		2024-06-12

Linked charities

- BENEVOLENT FUND OF THE INSTITUTION OF HEATING AND VENTILATING ENGINEERS (278104-1)

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

England & Wales - Charity number 278104

Accounts



THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

Charity No. 278104

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Our vision

Better performing buildings for society and the environment.

Our mission

To advance and promote the art, science and practice of building services engineering, to invest in education and research, and to support our community of built environment professionals in their pursuit of excellence.

Our values

We lead

We are a trusted authority on the present and future challenges facing the built environment; we use our collective expertise and influence to champion the best and most innovative solutions with rigour and integrity.

We empower

We give people knowledge, training and networking and a pathway to professional registration so their work will have a meaningful impact.

We champion

We are vocal and visible in our drive to improve the performance, safety, health and sustainability of the built environment, and we support and celebrate the talented people who make it happen.

We inspire

We are passionate about the quality of the built environment, and we encourage committed people, from every background, to join our community.

President's message

It has been an honour to represent CIBSE as President during what has been a remarkable year for the Institution. CIBSE has seen growth across all areas, with membership numbers reaching an all-time high, an elevated profile on the global stage, and hosting more events across our Regions to a broader, more diverse audience than ever before. This growth has directly contributed to the expansion of CIBSE's influence.

Throughout my Presidential year I have witnessed firsthand the impact that CIBSE and our members have had worldwide, shaping the built environment through our work in the design, construction, operation and maintenance of the full range of building services.

Our passion for better performing buildings and innovative solutions to the challenges created by climate change, and the drive to improve standards worldwide is clear. CIBSE's involvement in shaping policy for a sustainable net zero future is a key part of our mission to lead and support the built environment in responding to the climate crisis. This work draws heavily on our passion and experience.

Building Performance Reimagined

In my Presidential Address, I opened a dialogue about the purpose and value of our work as building services engineers. Our industry covers the full breadth of building services from façade to digital technology, elevators, lighting, mechanical, electrical, plumbing and fire systems, with members working at all stages of a building's life.

We are ideally placed to be a robust independent voice in driving change and advocating for the public interest. To do so, we need to be clear about the broadest impacts of our work on society, biodiversity and climate change, and the impacts of changes around us, including AI, on our work. To help us focus our actions CIBSE commissioned Arup to produce the *Building Performance Reimagined* report. The goal of this work is to broaden the discussion on building performance from a narrow focus on traditional measures, to one that recognises the impact of every decision we make, and to then develop some metrics around our impact so that we can make our buildings perform better, in ways that our clients and stakeholders value.

We have done good work in broadening our attention so that we recognise the imperatives of climate change and have been seeking to reduce the carbon emissions from our systems and buildings, and the report challenges us to look even more widely.

The report identified four core themes that directly relate to the changing values of our society and explored possible concepts and features of future buildings. These four themes are:

Variety – built spaces, both indoors and outdoors, need to be able to accommodate different uses at different times and to fulfil different needs for different groups. These changes can be needed across hours, weeks or the building lifespan.

Connectedness – our buildings are inextricably linked to local water, electrical and fuel networks. Is it possible for us to find better ways for the buildings and infrastructure to work together? What changes would this require to our understanding of building operations? What benefits might it bring for resilience or carbon emissions?

Readiness – what we value about building performance will vary depending on our circumstances. After extreme weather events or earthquakes buildings that continue to operate will have higher value than those that do not. How do we assess these risks and design or operate to make sure that we can maximise the readiness of our buildings?

Emergence – as our expectations of buildings change, new ideas will emerge. We must be ready to see these changes as they develop and to work out how they impact our practices of design and operation.

I have been really impressed with how our members reacted, opening a dynamic, considered and creative response to the question around building performance.

Taking these discussions on my visits to CIBSE Regions this year has been incredibly rewarding. We have seen knowledge and ideas sharing across our global network and I believe that keeping this future-facing discussion top of mind will help us to develop personal professional practices that are responsive to our changing context and keep us, and our institution relevant far into the future.

We can't know what is going to happen next, but we can open our thinking to see the possibilities for the buildings we design, make, operate and occupy, and the consequences of our decisions on the society in which we live.

My ambition is that this report and discussions have been just the start and will provide the spark to think critically and proactively about building performance in the future, and then to step forward to design our way there. I am looking forward to seeing the discourse continue to develop.

Decarbonisation

Decarbonisation is one of the steps that our society and industry must take to meet our context and CIBSE continues to lead the net zero and decarbonisation agenda. The launch of the UK Net Zero Carbon Buildings Standard (UK NZCBS) in 2024 was a huge milestone in setting performance benchmarks for buildings in alignment with the country's net zero goals and Paris agreement.

CIBSE has been involved in the project from the start, nearly three years ago, and our contribution has involved significant staff time and the work of hundreds of volunteers. The standard provides a reference for buildings to be 'net zero' and is a significant step towards a globally applicable template. We have presented on UK NZCBS in forums across the world and know that our peers and collaborators everywhere are watching and learning.

We are also working to walk-the-talk on decarbonisation with CIBSE's move to Farringdon in central London. CIBSE will monitor the building for a year before deciding on the decarbonisation strategy, with learning shared beyond CIBSE in an ongoing demonstration project. Our goal is to provide value for staff and members while demonstrating an affordable path to net zero.

Building Safety

Building safety is one of the critical responsibilities of building services engineers, and it has continued to be a top-of-mind issue this year with the publication of the final report of the Grenfell Tower inquiry. The Report reminds us of the critical need for transparency, integrity and robust regulation within our industry. CIBSE remains committed to driving the necessary reforms in building and fire safety engineering practices, and to upholding the highest standards of competence so that the safety of residents and occupants is ensured.

Reinforcing our commitment to competence, CIBSE successfully gained its Engineering Council Licence to assess against the new Higher-Risk Buildings (HRB) Register and the first applicants are now going through the process.

Technical excellence

In my inaugural Address I also called on the industry to shift from a compliance mindset, working to baseline minimum standards, to a performance mindset where we are striving for the best a building can be. This is how we push targets and innovate. CIBSE is leading the way and has changed the market through our awards and technical advancements that increase the desirability of high performance. The projects on show across our awards showcase what can be achieved when we push for excellence.

The CIBSE Building Performance Champion 2024 was a prime example of this. Winner SGA Consulting won for their retrofit of the Grade I, II, and II* listed York Guildhall. SGA's fabric-first approach, coupled with a water-source heat pump and enhancements to the Victorian natural ventilation system, showcased adaptability and forward-thinking, and demonstrated the potential of sustainable refurbishment.

The Society of Façade Engineering 2024 Façade Design and Engineering Awards, likewise, set new boundaries for technology, as evidenced in the winner of the Special Structures International Award, won by Arup for *Airshade*, the world's first air-powered shading device, developed in the UAE, an innovation which judges said had the potential to benefit projects across all economic regions to improve comfort and operational energy.

I saw firsthand the innovations across our global community at the UAE Awards, with standout winner Egis, taking five trophies for the 35,000sqm Natural History Museum in Abu Dhabi, designed to resemble natural rock formations.

Skills

One of CIBSE's core goals is to build a professional building services engineering workforce with the right skills to meet the challenges of the future. We have been working hard to attract and inspire people of all ages to become, and then flourish as engineers.

We start young, and this year we launched the CIBSE Flush Challenge, part sponsored by the CIBSE Patrons, and aimed at 9-11 year olds. This game challenges pupils to construct a fully operational flush system, providing practical insights into the mechanics of building services and developing their

understanding of water conservation. The game is available for CIBSE STEM Ambassadors to use as part of their school outreach visits.

Once we have piqued their interest, it's important that we support, encourage and mentor engineers as they go through their professional journeys. We celebrate Apprentice and Graduate of the Year finalists each year in a fantastic event that shows off their skills. We also encourage companies to provide support by recognising those who do through the Employer of the Year awards

Finally, for those more established in their careers we celebrate talented and committed individuals. In October we presented seven Gold, six Silver and eight Bronze CIBSE medals to exceptional members. Their dedication, commitment and support for CIBSE, and the wider building services community, together with their expertise and knowledge have, without doubt, strengthened our industry and raised standards.

We all have the power as building services engineers to shape the future to the one that we want it to be. It requires skills, knowledge technical expertise, motivation, innovation and bravery to construct a new definition of high-performance buildings, but I have no doubt we have the capability and the people to do it.

Chief Executive Officer's message

This has been an exceptional year for CIBSE, one which has seen the Institution extend its reach, profile and influence worldwide. We now have over 23,000 members in 95 countries serving the global construction engineering sector.

Our focus this year has been around continuing to build on our global role and cement CIBSE's position even deeper as an international institution. Our reach, in relation to our three pillars - building performance, building safety and net zero - transcends all sectors in the building spaces sphere, and we have worked hard to extend our influence and amplify our voice to steer policy and building standards. In a climate of economic uncertainty, growing pressure on resources, and the increased global impact of the climate emergency, CIBSE's expertise and guidance have never been more relevant.

Our visits to the Middle East and China reinforced and strengthened our relationships with these regions. It was a testament to the respect and high regard CIBSE is held in, that we were able to meet with senior government officials on these visits and to have these doors open for us.

During my visit to the UAE with Fiona Cousins, CIBSE President and Vince Arnold, CIBSE President Elect, I saw firsthand the advancements the region is making in building better performing buildings through the projects CIBSE members and wider building industry are involved in. These were evidenced in the array of buildings showcased at the UAE awards, during our visit to the MENA Climate Proof Forum where we witnessed how innovative design strategies can transform building resilience in the Gulf, and in the tour of Masdar City's transformative net zero and climate-resilient practices.

In China we signed a Mutual Recognition Agreement with the Hong Kong Institution of Engineers (HKIE) to facilitate the continued mutual recognition of professional building services engineers. The agreement cements our shared commitment to fostering global collaboration and advancing professional standards.

Our presence at COP29, once again gave us a seat at the table of a world forum, highlighting CIBSE's powerful global voice in shaping the future of sustainable building practices. As a leading advocate for climate resilience and decarbonisation in the built environment, the Institution is playing a pivotal role in driving the global conversation on climate action.

The *Building Performance Reimagined* report, produced in partnership with Arup, moved the dial of industry discussions on building performance and has been a springboard for engaging and animated conversations about what building performance means now and in the future. This project was a major step change for CIBSE. Our focus on producing guidance and publications with clear guidelines remains at the forefront of what we do, but this report was a very different proposition - producing a publication that doesn't have all the answers. It has been an incredibly thought-provoking, valuable piece of work, which has widened our perspectives on how we work, and resonated with our members.

In more familiar territory, CIBSE's TM65 technical guidance was adapted for the UAE region, demonstrating how valuable our knowledge publications are for a worldwide audience. The new adaptation supports the UAE as it continues its journey toward achieving net zero carbon targets and serves as a vital resource for integrating embodied carbon assessments into the design process.

TM65 is a perfect example of the flow of CIBSE knowledge from publication of guidance, through to training, implementation and onto certification, with the launch this year of CIBSE Certification's Embodied Carbon Verification (ECV) certification scheme. The new ECV, to which we have already seen the first companies successfully complete, is designed to promote sustainability across the construction industry by allowing manufacturers to have their embodied carbon claims independently verified and demonstrate their commitment to sustainable practices.

2024 also saw CIBSE Certification taking over as the administrator for NABERS in the UK, a significant strategic move aligned with our commitment to advancing energy efficiency in the built environment. NABERS rates the energy performance of office buildings and plays a crucial role in bridging the performance gap and enhancing transparency. We have already seen huge interest both in the UK and from other countries keen to see how this could be implemented elsewhere.

Commercially, it's been another strong year for the Institution. We launched two new conferences, in addition to our annual Technical Symposium, Build2Perform Live, the Building Performance Awards and the Young Engineers Awards which are always exemplar events, and we welcomed over 2,753 delegates to our training courses.

It is through these streams that we have the resource to grow our global footprint and engagement with all members worldwide, strengthening our offering and ensuring we continue to serve our members and wider society while reinforcing ourselves as a global, not local, institution.

Across our Regions there has been a huge ground surge of activity. In 2024 there were on average 1.3 CIBSE events every single day being run somewhere in the world. I have been hugely impressed by the energy from our members to be doing more, designing more, and creating more environmentally friendly design and want to ensure we maximise this passion to keep momentum in driving our industry forwards. I have every confidence that we will do just that and feel proud of what CIBSE offers its membership.

This offering took a big leap forward at the end of the year, with CIBSE's move to new premises after 45 years in Balham. I am delighted to have found CIBSE a new, modern home, more fitting for us as a forward-thinking, global Institution.

Our Saffron Hill headquarters embodies CIBSE's vision for the future, offering an innovative, inclusive and collaborative environment that reflects the Institution's global reach, growth and ambition, where we can all be proud to work.

Crucially, the building will also work harder for our members. In the next phase for the building, we will be redeveloping the training and conference area, creating a first-class Skills Hub, that will welcome engineers at every stage of their journey and foster lifelong learning. This new knowledge

destination will enhance CIBSE's current training programmes and launch new initiatives to support the STEM agenda. The ambition is for these spaces to create facilities where members and the wider industry can engage, learn, collaborate, and inspire, contributing to the advancement of the industry as a whole. I am incredibly excited about these plans and look forward to welcoming members in Autumn 2025.

Reviewing CIBSE's achievements it is evident what great strides we have made across our whole portfolio. I am proud of all that we have accomplished and thank all our volunteers who have contributed to this success. As our Institution continues to grow and welcome more members from across the world, so too will our positive impact.

We lead

A primary purpose for CIBSE is as a leading provider of authoritative guidance on the principles and practices of building safety and performance. CIBSE guidance enables engineers to keep up to date with the latest requirements and professional solutions to meet their clients’ needs and comply with regulations relating to engineering competence. We operate in a fast-changing professional landscape, requiring digital delivery of knowledge and training. Our technical expertise is an important aid in developing this guidance, contributing to, and reviewing, new or updated documents.

Industry standards

In April 2024, CIBSE Certification was confirmed as the new administrator for NABERS UK. The response from industry has been positive and we have increased the uptake of certification compared with the previous administrator.

The UK Net Zero Carbon Building Standard (UK NZCBS) was launched in September. CIBSE is one of its nine founding organisations and organised its launch webinar, which gained unprecedented interest with 2,479 attendees – the highest attendance of any CIBSE webinar. The webinar is available to watch on the CIBSE [website](#).

Work continues into 2025 on both NABERS UK and the UK NZCBS. CIBSE is working towards establishing an equivalence between NABERS UK and the UK NZCBS which we anticipate will increase engagement.

TM65: *Embodied carbon in building services* is quickly becoming the global standard in calculating and reporting embodied carbon of mechanical, electrical and plumbing (MEP) equipment and systems. This year we published two further regional addendums adapting the calculation methodology for [North America \(TM65NA\)](#) in collaboration with ASHRAE, and for the [United Arab Emirates \(TM65UAE\)](#) which complements the Australia and New Zealand addendum published in 2022. Discussions are underway with other international regions (Hong Kong, India and Spain), which are also interested in adapting TM65 for their use.

Over the past two and a half years we have been working on the revision of CIBSE weather data files in collaboration with the University of Exeter. CIBSE weather data files are embedded within UK

UKNZCBS Launch Statistics

Webinar Registrations:	4,750
Webinar Attendees:	2,479
Social media impressions:	51,959*
CIBSE news item views:	988*

*Between September 2024 and December 2024.

Building Regulations and are recognised by industry and policymakers for the assessment of building performance in the UK. The new files are statistically more robust and have been updated, based on the latest UK climate projections (UKCP18). A large consortium of industry, academia and software providers are involved in the testing of the files before their imminent release.

We are also working internally to improve their dissemination and customer user experience with the introduction of an online tool to help navigate the array of weather files available for purchase. Alongside this work, CIBSE has reviewed and revised TM59: *Design methodology for the assessment of overheating risk in homes* (2017) which has been largely adopted into Building Regulations through Approved Document O in England and Wales, and in the *Domestic Technical Handbook* in Scotland. CIBSE weather data files and the revision of TM59 are planned to be published in 2025 and future work will look to creating weather data files for other international regions.

In September, the Grenfell Tower Inquiry published its [final report](#). CIBSE remains actively engaged in improving building safety within the industry and is working closely with the Ministry of Housing, Communities and Local Government (MHCLG) and the Construction Industry Council (CIC) to respond to the recommendations.

Over the year, CIBSE focused on identifying areas that require updates or new resources to enhance members' understanding of the Building Safety Act. Our immediate attention is on fire safety and how to update the CIBSE guidance on fire engineering. To expedite this process, a new Building Services Fire Safety Working Group was formed, chaired by David Fitzpatrick and supported by Colin Goodwin from the CIBSE Technical Team. David provided his first update to the industry at Build2Perform Live in November.

Additionally, a new Sustainability Special Interest Group (SIG) has been established. While sustainability issues are addressed by all SIGs this group will have an overarching view of all things related to sustainability across the various CIBSE Groups, Networks and activities. Four sub-committees have also been set up that focus on air quality, circular economy, embodied carbon, and health and wellbeing.

Influence

Policy

This year, and for the first time, CIBSE published a pre-election manifesto, highlighting industry priorities and the areas where industry could support government to achieve its net zero targets. The pre-election manifesto is available to read at: www.cibse.org/policy-insight/news/cibse-s-manifesto-2024

Participation in consultations is a key step in informing the development of policy and engaging with government. In the first quarter of 2024, the Technical Team's efforts were focused on gathering

and consolidating member insights to formulate a cohesive response to several government-led consultations. These consultations represented some of the largest and most impactful policy reforms the industry has encountered thus far. For a full list of the consultation responses, visit www.cibse.org/consultations.

The CIBSE Technical Team, along with appointed CIBSE representatives, has actively participated in various industry forums that shape policy, standards, and regulations. Noteworthy activities this year include engaging with the Climate Change Committee (CCC) to contribute to its upcoming *Adaptation Progress Report* and contributing to several National Engineering Policy Centre (NEPC) publications and projects led by the Royal Academy of Engineers. These include:

- *Engineering a resilient and prosperous future. Policy priorities for the next UK parliament, 2024* – [here](#).
- *Healthy, safe and sustainable buildings: Maximising benefits in building retrofit, 2024* – [here](#).
- *Engineers 2030 project* – [here](#).

International and national representation

We were honoured to be invited to discuss the impact of climate change on building design on both an international and national level. Dr Anastasia Mylona, CIBSE Technical Director, joined global leaders at COP29 and spoke at the Sustainable cooling in a warming world event hosted by the [UK Government's Department for Energy Security and Net Zero](#) (DESNZ) in the Blue Zone UK Pavilion. She also participated in the ministerial roundtable on delivering the Global Cooling Pledge. Anastasia and CIBSE Research Manager, Zoe De Grussa, were also interviewed by major UK national media outlets, including [BBC News](#), [The Times](#), and BBC Radio 4, on the broader industry and public concerns surrounding overheating in buildings.

Industry

CIBSE's *Retrofit revisit: 10 case studies* was awarded Best Retrofit Innovation or Project at the Building Innovation Awards 2024. Co-authored by CIBSE Head of Net Zero, Julie Godefroy and Marion Baeli from 10 Design, the project investigates how ten housing projects of varying archetypes and locations are performing ten years after their original retrofit. This is the result of a research project that received £130,000 in funding from Innovate UK and Historic England, as well as various in-kind contributions.

CIBSE's response to climate change is captured by the Institution's Climate Change Action Plan, which was first published in 2019 and is updated annually. The 2024 update includes publication of the UK NZCBS pilot, new Lifecycle Carbon Assessment (LCA) foundation training and further TM65 addenda publications, amongst others. For more details, please see the [Climate Change Action Plan](#).

The Technical Team oversees the technical content of three key events in the CIBSE calendar each year: the Building Performance Awards, the Technical Symposium, and Build2Perform Live. The team plays a crucial role in curating the programmes for these events and is actively involved in presenting, chairing sessions, and coordinating discussions. This year, the team also contributed to CIBSE's Decarbonisation Conference, held in June.

The Technical Symposium, held at Cardiff University, showcased over 100 presentations and brought together academia and industry to address how to make buildings *Fit for 2050* with the title *Delivering buildings and defining performance for a net zero built environment*. Awards were presented to Shweta Salvankar, from Cardiff University, and Aya Heggy, London South Bank University. The Technical Team managed the peer review process, finalised the programme, and chaired numerous sessions throughout the successful two-day event.

Another highlight for the Technical Team was its involvement in the Decarbonisation Conference, which was opened by Dr Anastasia Mylona and followed by an insightful update from Julie Godefroy, and other experts on the UK NZCBS. Additionally, the conference highlighted best practices for implementing heat networks to reduce carbon footprints, discussed actionable plans and technologies to drive us towards achieving a net zero built environment, and concluded with a call to action to actively engage with the *Mirror Climate Action Plan*.

For more details on these events, including a full list of award winners, and summaries of presentations, please refer to the following CIBSE articles:

- Building Performance Awards 2024 [here](#).
- CIBSE Technical Symposium 2024 [here](#).
- Build2Perform Live [here](#).
- Decarbonisation Conference [here](#).

We empower

CIBSE empowers our members and those who own, operate and occupy buildings, through the sharing and dissemination of knowledge and training. We enable people to access the skills and knowledge they require to fulfil their potential, demonstrate their competence and serve society. Working with the industry and its clients, CIBSE serves wider society by developing and publishing internationally recognised guidance and codes.

Knowledge

CIBSE's provision of high quality, peer-reviewed engineering guidance continues, with great additions to CIBSE's body of Knowledge having been released in 2024. These included:

- *Retrofit revisit: 10 case studies*, the result of an impactful, practical long-term study on retrofitting
- Our newest revised Commissioning Code, *Air distribution systems* (CCA).

There were three additions to our TM65 suite of publications on embodied carbon:

- *Embodied carbon in building services: logistics centres* (TM65.3) a collaboration with Amazon
- *Embodied carbon in building services: A calculation methodology for North America* (TM65NA), a collaboration with ASHRAE
- *Embodied carbon in building services: A calculation methodology for the United Arab Emirates* (TM65UAE), completed by dedicated volunteers who are CIBSE UAE Region members.

All these publications introduced new authors to CIBSE, proving again that contributing to authoring guidance is one of CIBSE's most highly valued volunteering activities.

Projects in progress for publication in 2025 include updates to:

- CIBSE Guides B1 *Heating* and B2 *Ventilation and ductwork*
- Commissioning Code W *Water distribution systems*
- TM51 *Ground source heat pumps*
- Guide K *Electricity in buildings*.

Technical journals

CIBSE publishes two peer reviewed technical journals: *Building Services Engineering Research and Technology* (BSER&T); and *Lighting, Research and Technology* (LR&T) in partnership with the publisher Sage. The journals contain high quality articles on the latest research and critical reviews of the newly published literature in their fields. BSER&T is published six times a year and LR&T eight times a year.

Available to all CIBSE members as a benefit of membership, they enable the Institution to disseminate research to a wide international audience and contribute to the development of CIBSE knowledge and guidance for the future.

BSE&T is one of the foremost, international, peer reviewed journals that publishes the highest quality original research relevant to today's built environment. In 2024 article submissions increased by 16%, relative to 2023. Article submissions were received from 41 countries, with India, UK and China being the top three and accounting for 65% of submissions. It started the year with several articles related to the very important topic of fire safety. Dorota Brzezińska from the Lodz University of Technology in Poland reported research presenting a new approach to smoke control systems in complex atria and, in a subsequent issue, the journal reported an assessment of recent UK fire safety guidance for covered car parks and electric vehicles, authored by Michael Spearpoint and Matt Stallwood of OFR Consultants.

In the May issue, a team from UCL reported analysis of metered gas and electricity use from over 800,000 dwellings in London, showing how energy use can be examined using a highly detailed building stock model. The results will be beneficial for policymakers and designers and the work has great potential to inform decisions about future improvements to building energy efficiency.

The September and November issues featured two related articles on night cooling by hybrid ventilation. The research by Matthew Waterson and Gary Hunt from the University of Cambridge is directly applicable to practitioners involved in the design of hybrid ventilation systems, particularly designs that incorporate a 'night purge' regime to assist with mitigation of summertime overheating. Throughout 2024 all aspects of built environment research have been authored by a truly international group of contributors and supported by the valued community of reviewers.

In 2024, *Lighting Research and Technology (LR&T) Journal* published 54 articles, with themed issues on road lighting, lighting for pedestrians, lighting and wellbeing, and temporal light modulation. Themed issues are those where several papers on the same theme are available for publication at around the same time. By collating similar papers, the aim is to promote awareness of other work. *LR&T* reaches a global audience with a readership drawn from a range of professional and academic backgrounds, further enhancing CIBSE's role as the premier publisher of lighting guidance in the UK.

Training

For the second consecutive year, courses covering the Building Safety Act were CIBSE's most attended, with over 500 delegates in 2024. This represents 25% of total CIBSE course delegates, highlighting the ongoing importance of this subject. Similarly, heat networks training continued to see strong interest, with 397 delegates booking onto courses this year. To support the growth in this area, CIBSE has been working with DESNZ and the Midlands Net Zero Hub to provide a £500 rebate for delegates in England attending either of CIBSE's heat networks courses. This grant illustrates the critical role of heat networks in decarbonising heat and supporting the UK's climate targets.

In 2024, CIBSE Training delivered:

- 127 public courses, attended by 1,335 delegates
- 65 corporate courses, reaching 839 delegates
- 579 learners enrolled in on-demand training.

This brought the total number of learners to 2,753. To meet growing demand, CIBSE launched six new courses and expanded its network by onboarding 18 new trainers and authors, further enhancing our ability to deliver impactful learning.

The Training Team has been developing an accredited Life Cycle Assessment (LCA) practitioner training programme, in collaboration with Construction Carbon and funded by Amazon, expected to launch in 2025. This programme is designed to empower construction professionals with the tools and expertise to drive positive change and support the industry's transition toward a low carbon future.

CIBSE's focus on impactful learning is reflected in the diversity and relevance of its training offerings. The Training Team is continuously developing new courses, collaborating with industry leaders, and expanding its trainer pool, with the aim to inspire individuals and organisations to prioritise sustainability, building safety, and lifelong learning.

For further information and to view the 2025 Training Brochure, visit www.cibse.org/training.

#GrowYourKnowledge

In 2024, the #GrowYourKnowledge webinar series continued to serve as a key platform for knowledge sharing, offering valuable insights from CIBSE and its Societies. Building on the success of previous years, the series remained dedicated to providing a platform for new and important industry knowledge, and continued to attract a highly engaged audience.

In 2024, the series placed a strong emphasis on the latest CIBSE guidance, including a sustained focus on Guide M: *Maintenance, engineering and management*, with at least one dedicated webinar per month from June onwards. Other key topics included the control of electric lighting, sports lighting, and broader discussions on energy efficiency and building performance.

Recognising the importance of collaboration, CIBSE also partnered with the Institute of Refrigeration (IOR) to bring new perspectives to the series. As we move into 2025, we continue to explore further partnerships to expand the reach and impact of the #GrowYourKnowledge initiative.

For updates and to access recorded webinars, visit www.cibse.org/growyourknowledge.

We champion

CIBSE is the leading professional body for the building services profession, with more than 23,000 members in 95 countries serving the global construction engineering sector. CIBSE members are part of a network that offers professional support and expertise across the globe. They work in partnership with other professional bodies, and construction and engineering firms worldwide to deliver engineering excellence in the built environment.

Supporting engineers into CIBSE membership and professional registration remains at the centre of our mission. We continue to develop initiatives to increase professional competence.

CIBSE provides members with:

- Unlimited access to the Knowledge Portal, with digital access to all CIBSE guidance across a vast range of sub-specialisms
- Subscription to *CIBSE Journal*, CIBSE email newsletter, *Building Services Engineering Research & Technology (BSER&T)* and *Lighting Research and Technology (LR&T)* journals
- Preferential rates on printed copies of guidance from CIBSE and other publishers
- Extensive opportunities for professional development and networking through discounted CIBSE training, our approved CPD training and our diverse network of Groups, Regions and Societies offering CPD online and face-to-face.

In 2024 CIBSE members and staff continued to contribute to the building safety agenda through the Engineering Council, BSI, Building Regulations Advisory Committee and government, and through chairing and representation across several of the 12 working groups set up under the industry Competence Steering Group. We successfully gained our Engineering Council licence to assess against the new Higher-Risk Buildings Register and have our first applicants applying through the process.

Through membership development activity, such as webinars, workshops and company presentations, we engaged with over 2,000 members to promote CIBSE membership and the benefits of professional registration. We also increased our B2B engagement, launching CIBSE's new company registration packages, a streamlined route for employers to get their staff professionally registered. As a result, we engaged with 86 companies across the world to explore how we could support their staff.

In 2024 we accredited 28 academic programmes and nine universities in the UK and one in China, including six new degrees in architectural engineering. Seven training and development schemes were approved, including three new schemes at Red Engineering, Cushman & Wakefield and EnergyLab. We continued to work with our Societies to provide discipline-specific competence examples for our applicants, to enable our Society members to progress through CIBSE membership and registration with the Engineering Council. We currently have examples for façade, lighting and digital engineers.

CIBSE is an assessment body in Australia for the Board of Professional Engineers Queensland and in 2024 was approved for Victoria, meaning we can assist members and non-members in obtaining their required state registration. Non-members have the option to join CIBSE after their successful assessment.

In 2024 CIBSE's End Point Assessment (EPA) continued to grow and 2025 will be our sixth year of assessment. In 2024 we had a record 376 applications for assessment. The EPA team continues to ensure all Ofqual requirements are met and assessments are delivered according to the assessment plans.

We conducted a CPD audit of 5% of corporate members, in line with CIBSE's commitment to standards, and our CPD Directory continues to see growth, with a significantly higher number of new applications compared to previous years.

Regions

The Institution is organised on a regional basis. There are 16 Regions in the UK and four non-UK Regions: Australia and New Zealand (ANZ), Hong Kong, the Republic of Ireland and the United Arab Emirates (UAE).

The Regions engage with members and aim to improve the understanding of building services engineering among other professions and society in general. They accomplish this by arranging activities to promote building services engineering, organising CPD events, providing networking opportunities for local members and supporting those looking to become professionally registered. This would not happen without the effort and enthusiasm of the more than 250 CIBSE members who sit across the regional committees and volunteer their time.

A highlight of the year for the CIBSE Regions was the sold-out CIBSE Scotland Annual Conference, Retrofit2Perform, which also honoured dear friend and colleague of CIBSE Scotland, Dr Jeremy Cockroft, who died in November 2023. The CIBSE Scotland committee named its student competition the Jeremy Cockroft Award and launched a lecture series in his name. Other regional highlights included a presentation on the development, construction and engineering challenges of the new Everton Football Club stadium by CIBSE Merseyside and North Wales and a site visit to see the new renewable heating source at Eastbourne Hospital by CIBSE Southern.

The CIBSE non-UK Regions continued to thrive in 2024.

Australia and New Zealand (ANZ)

In August CIBSE ANZ hosted its annual seminar series on Need for Speed, five weekly sessions to provide tools to engineer a net zero future. Going beyond the ten hours of seminars, this series provided delegates with a toolkit of guidance - articles, technical memorandums, research papers and videos - provided by the 20 presenters to give engineers the practical guidance they need to design and operate net zero buildings. The CIBSE ANZ training programme continues to grow, with

the Region trialling its two-day hydraulics and three electrical training courses in an online format, allowing for attendees from more remote areas to attend.

On 23 October the Region celebrated the achievements of its outstanding young engineering professionals, students, graduates, mentors and the businesses that champion them at the 2024 CIBSE ANZ Young Engineers Awards. This year, the awards were focused on how the emerging technology of AI enhances our capabilities as building services engineers.

Hong Kong

The CIBSE Hong Kong Region celebrated its 45th anniversary with a dinner in March. It was CIBSE's first non-UK Region and remains the largest one, representing 15% of the Institution's membership. Around 450 guests attended the event, with guest of honour Victor Tai, JP, Under Secretary for Housing, The Government of the HKSAR. In November, the Region hosted its annual visit from CIBSE CEO and President Elect, with a focus on fostering collaboration, innovation, and progress in sustainable building practices, including high-level discussions on climate resilience and advanced building solutions. During the visit, a landmark Mutual Recognition Agreement was signed with The Hong Kong Institution of Engineers (HKIE), reflecting CIBSE's ongoing commitment to collaboration with the HKIE and to supporting the vibrant Hong Kong market.

Republic of Ireland

The CIBSE Ireland Workshare Exchange Programme continues to thrive. The programme aims to enhance the experience of participating consulting engineers and contractors by offering insights into each other's disciplines and fostering stronger relationships between the participating companies. The CIBSE Ireland annual Back to School webinar series also returned for 2024. This eight-part series features specialists outlining their roles in delivering energy efficient building services systems for new buildings in Ireland.

The Region's annual dinner is now the primary networking event on the building services engineering sector's social calendar in Ireland, with the Region hosting 500 guests at Croke Park on 29 November.

UAE

The CIBSE UAE Region hosted CIBSE President Fiona Cousins and CIBSE President Elect Vince Arnold in October, accompanied by CIBSE CEO Ruth Carter. During the visit, CIBSE UAE co-hosted a Dual Retrofit roundtable with the Danish Missions to explore retrofitting urban environments for sustainability and resilience. His Excellency Joakim Larsen, Consul General, and Ruth Carter opened the event and emphasised the importance of retrofitting as a sustainable alternative to demolition. Other highlights of the visit included a presentation at the MENA Climate Proof Forum, which detailed how innovative design strategies can transform building resilience in the Gulf, and a visit to the Rochester Institute of Technology, Dubai and its sustainability and energy centre. There was also a tour of Masdar City's transformative net zero and climate-resilient practices, a visit to Heriot-Watt University, Dubai, and a tour of Misk Art Institute.

The visit coincided with the sixth annual CIBSE UAE Awards on 30 October. The evening brought together 350 industry leaders and innovators to acknowledge excellence in building services and highlight projects that are setting new standards in sustainability, safety and performance. The 23 awards allowed for a vast array of industry talent to be recognised.

The 20 Regions are:

Australia and New Zealand

East Anglia

East Midlands

Home Counties North East

Home Counties North West

Home Counties South East

Home Counties South West

Hong Kong

Merseyside and North Wales

North East

North West

Northern Ireland

Republic of Ireland

Scotland

South Wales

South West

Southern

United Arab Emirates

West Midlands

Yorkshire.

Young Engineers Network

The CIBSE Young Engineers Network (YEN) is a global network of regional centres offering a forum for engineers in the first ten years of their careers to learn new skills, expand their knowledge and give or receive peer support. YEN is open to CIBSE members and non-members.

YEN exists to:

- Promote a positive and welcoming image for building services, especially for those who did not study the discipline at university
- Enable young engineers to engage more closely with CIBSE at an early stage in their career
- Encourage more under-represented groups to join and remain involved in the building services profession
- Establish a formal link with CIBSE Council and Board
- Help younger engineers promote building services engineering to school and university students
- Guide young engineers towards a long-term career in building services.

The YEN Global Committee is currently engaged in a project to increase the representation and engagement of young engineers within CIBSE's governance and operations. It aims to see one young engineer sitting on each CIBSE committee and/or panel, where appropriate, by 30 April 2025. Young engineers are the future of our membership, and their engagement in CIBSE's governance and operations is key to ensuring that CIBSE has a relevant proposition for 18–30-year-olds, and maintains its relevance to the profession in the years to come. Engagement of young engineers onto CIBSE's committees and panels and ensuring they are provided with volunteer opportunities that will allow them to gain relevant experience is pivotal to CIBSE's succession planning for senior volunteer roles.

The CIBSE YEN collaborated with *CIBSE Journal* for the October edition, which featured articles on how leveraging AI and data analysis has slashed energy use in two large Hong Kong properties and early years career development. Further YEN-authored articles were featured in the November Journal.

From 14-17 November, CIBSE YEN Northern Ireland hosted the YEN Global Committee for its annual conference and gala in Belfast. The conference began with an informative session at Ulster University promoting CIBSE, YEN and careers in building services engineering to built environment students. Arup then led the committee on an insightful tour of the new Belfast Translink Transport Hub before guests met at the Titanic Hotel to enjoy the 2024 CIBSE YEN Gala and celebrate young industry talent. The conference culminated in an interactive workshop on the future strategy and goals of YEN.

Societies and Divisions

Key engineering disciplines are represented within CIBSE by Divisions that offer professional recognition to their members and support the art, science and practice of engineering within their specialist field. CIBSE currently has five established Divisions: the Society of Light and Lighting (SLL), the Society of Façade Engineering (SFE), the Society of Public Health Engineers (SoPHE), the Society of Digital Engineering (SDE), and the CIBSE Patrons. The CIBSE Divisions currently have a combined individual membership of over 6,800 and over 190 company members and partners.

Society of Light and Lighting (SLL)

The Society of Light and Lighting (SLL) welcomes all who are interested in the art, science and engineering of light, lighting and its applications. Lighting designers, consulting engineers, researchers, students, academics, manufacturers, and sales staff all contribute to its membership. It offers a significant range of authoritative guidance, professional recognition, and a range of technical events. SLL is recognised worldwide as an authority on lighting and its applications.

In January, SLL exhibited at Light+Intelligent Building Middle East in Dubai. At the event Andrew Bissell, SLL Past President gave a keynote speech on his dark sky work in Saudi Arabia with an overview of SLL and its publications. SLL attended Light+Building, in Frankfurt in March, meeting with SLL sustaining members to discuss the sponsorship programme.

The SLL AGM took place in May at Leeds Art Gallery. It was an opportunity to thank Helen Loomes for her presidential year and welcome incoming SLL President Dan Lister. The evening included the annual awards ceremony and Presidential Address.

Other notable events in 2024 included representation at the International Association of Lighting Designers (IALD) Enlighten Europe conference, and partnering with the ICEL Emergency Lighting Conference. SLL also hosted the SLL Past President's lunch, the first since 2019, exhibited at the Institute of Healthcare Engineering and Estate Management's (IHEEM) Healthcare Estates conference and exhibition, and for the first time partnered with Recolight for its Circular Lighting Live conference in London.

The annual SLL Ready Steady Light event took place, in association with Rose Bruford College and IALD. Team UCL 2 won the Technical Award, Team iGuzzini took the Artistic Award, and the Peer Award was won by Team DPA 1.

The SLL Young Lighter final was held in Edinburgh, Leeds, Oxford and London with one of the four finalists presenting at each venue in front of an audience, and the other presentations streamed live to the other venues. Kate Turley was named SLL Young Lighter 24 for her presentation: *A tailored dynamic lighting and sensing paradigm to support wellbeing for people living with dementia*.

In November, SLL hosted Light2Perform, which took place alongside Build2Perform Live at ExCel London. The conference included discussions on lighting for people with visual impairment and neurodiversity.

Also in November, Kristina Allison, SLL President Elect hosted #PocketsOfLight in Abbots Langley. Kristina and Matthew Wright visited three schools in the Watford area and hosted lighting workshops, encouraging the students to create a design to light St Lawrence's Church, along the theme of Remembrance Day. The winning designs were installed by SLL volunteers with the assistance of many suppliers.

SLL hosted a number of webinars in 2024, including the SLL takeover of the CIBSE #GrowYourKnowledge series in May. The series started with a presentation from Sophie Parry, Chair of the SLL Technical and Publications Committee and focussed on recently launched publications, LG14: *Control of electric lighting*, and LG7: *Lighting for offices*, and LG4: *Sports lighting*. The webinars had a combined total of 2,660 registrants. Links to all presentations can be found at: www.cibse.org/sll.

In 2024 a great deal of work took place to launch the new MSLL membership application process. The application process has moved away from time spent in the industry to being competency-based.

Society of Façade Engineering (SFE)

The Society of Façade Engineering (SFE) brings professionals together in a forum where they can work together to advance knowledge and practice in façade engineering, promote good practice and ensure that today's increasingly complex building façades meet the many and varying performance criteria. In particular, it addresses the complex issues in building physics of thermal insulation, ventilation, lighting, solar control, and acoustics.

In 2024, SFE launched a new quarterly newsletter, which had already amassed 2,500 followers by its third issue and is circulated directly to around 9,000 prospects, receiving impressive levels of engagement. The newsletter aims to keep readers informed on the SFE's current and upcoming activities, news, and developments across the façade industry.

In 2024, the SFE held 23 events in seven countries via its established hubs. To enable the SFE to provide useful services to such a widespread community, it has established localised hubs to organise and operate on a regional basis. The events included technical presentations, networking opportunities, panel discussions and façade walking tours.

The Society welcomed over 75 new graded members achieving either Associate, Member or Fellow grade in 2024. The last 2024 deadline elevated the number of individuals at SFE Member Grade (MSFE) to over 200. The SFE also welcomed numerous new members via the Façade Chartership route, through which people can obtain MCIBSE CEng status and are also granted the MSFE credentials.

The SFE has been working with the CIBSE Networks and Engagement Team, responding to valuable feedback from applicants, to enhance the user experience and streamline the application process. Following this, the Society is delighted to confirm that online SFE applications launched in time for the first application deadline of 2025. This will not only improve the user journey but also make CIBSE's internal processes more efficient and enable a more effective system to track applications.

The SFE Technical Committee, comprising experts from consultancy, contracting, industry, and academia, provides guidance on addressing current challenges in the façade industry. The

committee is also building a comprehensive façade engineering library, which will provide a valuable resource accessible to industry professionals and academics.

At the end of 2024, the SFE welcomed Peter Goff and Terisa Farina to its Board, with the aim of launching a new SFE focus group on the Building Safety Act. This group will provide support to façade professionals and organisations navigating the new regulations for Higher-Risk Buildings.

In line with continued collaboration with the Centre for Window and Cladding Technology (CWCT), the SFE has launched an industry-wide survey seeking feedback on the rejection reasons/clarifications (where related to the façade design) on the Gateway 2 submissions, this is to provide façade-specific guidance to the Building Safety Regulator.

At the 2024 CIBSE President's Awards Dinner, Past SFE Chair, Saverio Pasetto was awarded a CIBSE Silver medal. Prior to stepping down at the SFE 2024 AGM, Saverio was part of the SFE Board for almost ten years in various positions and continues to support and promote the SFE and CIBSE. He has brought a wealth of knowledge to CIBSE, using his experience from façade procurement to design, through production to final installation.

Society of Public Health Engineers (SoPHE)

The Society of Public Health Engineers (SoPHE) aims to provide a higher profile and focus for public health engineers within CIBSE.

SoPHE continued to produce its quarterly newsletter, which is well received and maintains excellent engagement rates against industry standards. For the first time, the newsletter contained an interactive CPD article, focusing on mitigating the risk of biological growth in a wholesome water supply. To maintain the momentum created by the newsletter, SoPHE has established a new Communications Working Group, which has representatives from the SoPHE Steering Committee, Industrial Working Group, YEN and the CIBSE Networks and Engagement Team. As well as improving processes around the newsletter, the group will also be reviewing the SoPHE website, optimising its reach and impact on social media, and increasing SoPHE membership.

In 2024 SoPHE hosted 22 regional events, providing its membership with high quality content and networking opportunities. As well as technical presentations from supporting Industrial Associates, SoPHE also held sold-out events focused on how the Building Safety Act affects public health engineers, and an update on the Thames Tideway 'super sewer' by John Sage, Head of Corporate Responsibility at Tideway.

As well as continuing activity in its existing regions, SoPHE has looked to expand in the South West of England, to raise awareness of SoPHE, encourage membership and develop plans for future support and growth.

The 12th SoPHE Northern Dinner took place at the Midland Hotel Manchester, on 10 May. SoPHE Chair Mike Carter opened the evening with a speech reflecting on the public health industry and how public health designers have to overcome many issues.

On 13 November 2024 SoPHE celebrated its 20th flagship Annual SoPHE London Dinner at the Royal Lancaster Hotel. Attended by over 300 individuals from across the public health supply chain, the dinner was a great chance for professionals to network and celebrate SoPHE's achievements. On the night, Roma Prychidko was awarded Young Engineer of the Year and Lisa Paul was awarded the Chris Sneath Bursary for their work at the annual Plumbing Centre of Excellence YEN Plumbing Competition. The evening was also a chance to give back, and due to the generosity of attendees, SoPHE was delighted to present the charity Village by Village with a £3,250 donation, which will help support its projects in Ghana, uplifting communities while striving for sustainable development.

SoPHE was represented at Build2Perform Live by CIBSE Industrial Working Group YEN lead Phil Henry who participated in the session *Climate resilience in the built environment*. He was joined by other industry professionals, including Jonathan Waggott representing the Water Management Society, with whom SoPHE has a strong working relationship.

In collaboration with the CIBSE Healthcare Special Interest Group and the CIBSE North West Region, SoPHE North West had a stand at the IHEEM Healthcare Estates Exhibition and Conference to promote their activities, spread awareness of the important work that they undertake and promote membership. The event resulted in an impressive number of leads and showed great collaboration between the CIBSE Groups, Regions and Societies.

The Society continued a high level of activity via the Plumbing Centre of Excellence (PCE), which hosted a CPD series for level 1, 2 and 3 plumbing apprentices across ten colleges. The PCE's flagship event in June, saw SoPHE welcome young engineers and college students to Waltham Forest College to participate in the Annual SoPHE YEN/PCE Plumbing Competition to compete in problem solving, skills and practical fault finding of installations. The competition aims to bridge the gap in students' learning from domestic to commercial installations, giving students and young public health engineers a chance to collaborate and learn from each other.

SoPHE YEN hosted two successful networking events which gave the young engineers a chance to meet new faces and network with public health manufacturers.

SoPHE continued to welcome new Industrial Associate Members throughout 2024. SoPHE Industrial Associates exist to develop closer links between SoPHE and organisations involved in the public health engineering industry. The SoPHE Industrial Associate membership comprises manufacturers, contractors and certification bodies working within industry to ensure that SoPHE members have access to key players within public health.

Society of Digital Engineering (SDE)

The Society of Digital Engineering (SDE) was formed to provide a home for those involved in digitising the built environment, either as designers, contractors, manufacturers, clients, facility managers or software vendors.

In 2024, the SDE began a programme of technical and networking events. In March, the SDE held its first technical gathering, which was titled *What can AI do*, and looked at topics, such as how to

navigate the standards/legal landscape surrounding AI. The event's success led to a repeat event for the CIBSE South West Region. The second technical gathering was hosted in collaboration with London Revit User Group (LRUG) and featured updates on the Building Safety Act. It also provided an opportunity for the SDE Steering Committee to update attendees on the benefits of joining the SDE and exciting news regarding accreditation pathways.

The SDE hosted its Annual SDE Digital Awards at Build2Perform Live. The awards look to recognise anyone who works in the built environment who is contributing to the digitalisation of what we do, where we live and how we experience it. The awards celebrated digital excellence across eight categories with the overall Digital Champion being awarded to Introba and the first ever Up and Coming Digital Champion being awarded to Zhihe (Janet) Wang of Buro Happold. Preceding the Awards the SDE hosted a technical discussion, which focused on the Golden Thread of information through the Building Safety Act gateways. The presentations took attendees through the software available, real life case examples of applying this technology plus legal points we should all consider in the process and was chaired by Michael Bartyzel, SDE Chair.

The Society continued to work on its technical guidance and output. A key area of focus has been on producing Room Data Templates (RDT). RDTs will allow users to input data during the design process to generate the requirements for a space in a building.

The SDE welcomed Whitecode Consulting as a new SDE Partner member. SDE Partner membership allows companies from across the supply chain to input into and access the latest digital guidance, providing ongoing development for their staff whilst improving the knowledge of the end user, designer, specifier, manufacturer, contractor and client, and others interested in engaging in and contributing to innovation in digital engineering.

SDE Steering Committee members have also been continuing to work with the Institute for Apprenticeships and Technical Education (IfATE) to look at improving digital based apprenticeship programmes.

CIBSE Patrons

The CIBSE Patrons are often referred to as the 'corporate supporters' of CIBSE, as they are the group of businesses that collaborate to provide financial, moral and technical support to the Institution. CIBSE Patrons aim to create an official means for organisations to engage with CIBSE - fostering collaboration, knowledge exchange, and networking between CIBSE Patrons and the broader CIBSE community.

The Patrons hosted a number of successful events in 2024. The first event of the year was their annual policy update event prior to the Building Performance Awards in February. The event piloted a new format with four experts from key areas across the building services engineering sector:

- Net zero policy
- The new standard for health and wellbeing in buildings, BS40102 – part one
- Digitising construction

- The skills gap.

The event was extremely well received by attendees.

The AGM in June saw a number of changes to the committee with a new Chair, Vice Chair and Secretary being elected and other new committee members joining. The AGM was followed by the annual House of Lords Lunch hosted by Lord Mair and featuring thought-provoking speaker Garrett Emmerson, the former CEO of the London Ambulance Service.

The Patrons also sponsored a series of important events including the Young Engineers Awards and Build2Perform Live. Plans are well under way for 2025 with new events and benefits being developed.

The Institute of Local Exhaust Ventilation Engineers (ILEVE)

Established in 2011, the Institute of Local Exhaust Ventilation Engineers (ILEVE) played a significant role in raising awareness about the importance of effective ventilation systems.

Following a comprehensive strategic review and consultation with the ILEVE membership, which was overseen by the CIBSE Board, the decision was made to transition ILEVE, in April 2024, to a dormant status. CIBSE continues to investigate the best format through which to provide support to those CIBSE members working in the field of local exhaust ventilation (LEV) as well as how to support the wider LEV sector.

Special Interest Groups (SIGs)

The CIBSE Special Interest Groups (SIGs) provide a wealth of CPD for members and non-members and allow for open, and occasionally challenging, discussions on topics that cover the wide breadth of issues faced by building services engineers. With a combined membership of over 39,000, our SIGs are:

1. ASHRAE
2. Building Simulation
3. Data Centres
4. Daylight
5. Electrical Services
6. Energy Performance
7. Facilities Management
8. Healthcare
9. Heat Networks
10. Heritage
11. Homes for the Future
12. HVAC Systems
13. IT & Controls
14. Intelligent Buildings

- 15. Lifts
- 16. Natural Ventilation
- 17. Resilient Cities
- 18. School Design
- 19. Sustainability.

2024 saw the launch of the Sustainability Special Interest Group. This Group was approved by CIBSE Board in December 2023 and has gained traction with over 280 members after its first event in November 2024. The committee has set up four subcommittees to focus on specific areas: air quality, circular economy, embodied carbon, and health and wellbeing.

The Facilities Management Group has been involved in many CIBSE projects. This includes hosting a theatre at Build2Perform Live, called Maintain2Perform, being involved with the CIBSE #GrowYourKnowledge webinar series, and providing in-person seminars throughout the UK.

The Energy Performance Group established a collaborative series with the Energy Resilience and the Built Environment Centre for Doctoral Training (EBRE CDT), which aims to educate young people on energy related issues. Members of the Group are encouraged to attend and to present at future sessions.

The Building Simulation Group celebrated its 15th anniversary in April with a panel event focused on the evolution of building simulation over the last century. The panellists discussed their experiences of the industry as it has changed over the course of their careers.

Traditionally, the Lifts Group holds events in London and Manchester. This year, following member feedback, the committee also organised a seminar in Scotland.

There was an increase in the number of webinars from the Groups this year, particularly from the Healthcare, Intelligent Buildings and School Design Groups, who each held regularly scheduled events.

The CHP and District Heating Group has been renamed the Heat Networks Group. Following consultation with members, its new committee has successfully implemented new terms of reference.

The CIBSE Board approved a new Data Centre Group in 2024, which is preparing to launch in early 2025.

Equity, Diversity and Inclusion Committee (EDI)

The Equity, Diversity and Inclusion (EDI) Committee updated its terms of reference to ensure that the purpose and approach were fit for purpose and those on the committee brought the right experience and expertise to enable the committee to work towards its goals.

For the first time, the EDI Committee hosted a session at Build2Perform Live focusing on CIBSE's approach to EDI and featuring a panel discussion about the different approaches that organisations both within the engineering sector and outside are taking to EDI. The session encouraged the audience to share their experiences to highlight the need for a cross-functional perspective when creating or updating policies.

Members of the EDI Committee also attended the Regional Liaison Committee and Groups and Societies meetings to promote the work of the Committee and its four sub-panels and to foster more internal communication and collaboration. Each sub-panel has been progressing with its areas of focus and hope to make further impacts in 2025.

Fellows Network

The Fellows Committee underwent a number of changes in 2024 including Jacquelyn Fox succeeding Geoff Prudence as Chair. It held two masterclasses, including one run by Despina Katsikakis, President of the British Council of Offices and Executive Partner, Global Head of Total Workplace, Cushman & Wakefield. The event explored how using evidence based, people-centric and iterative processes can help engage diverse stakeholders and create resilient and inspiring places for people, communities and businesses to thrive.

In October Fiona Cousins presented to the Fellows on her career journey and what inspired her to champion building performance during her tenure as CIBSE President.

We inspire

We inspire our community and wider society to strive for better and safer building performance.

Our monthly *CIBSE Journal*, the annual Building Performance Awards, Technical Symposium and Build2Perform Live all serve to raise wider public awareness of what we do and the importance of building services engineering to society. Demonstrating the importance of building safety, good building performance and the link with good building services engineering reinforces the message that the effective operation of the built environment is crucial to many areas of public life.

CIBSE Build2Perform Live

CIBSE Build2Perform Live 2024 took place on 13-14 November at ExCeL London, attracting over 2,000 attendees across the two days. The flagship conference and exhibition brought together industry professionals, policymakers, and academics to explore the future of building services engineering. A new long-term partnership between CIBSE and Nineteen Group was announced prior to the event; a collaboration set to elevate the event's impact and reach in the coming years.

Key sessions included updates on the UK Net Zero Carbon Buildings Standard, climate resilience, and innovations in retrofit and decarbonisation. The Society of Light and Lighting's (SLL) Light2Perform seminar stream returned with a focus on lighting for neurodiversity and energy efficiency.

The 2024 event introduced the new Maintain2Perform theatre, curated by the CIBSE Facilities Management Group, which delivered insightful sessions on best practices for operational performance, maintenance strategies, and optimising building systems for long-term efficiency. This year saw the introduction of a special VIP experience, sponsored by Autodesk, offering access to exclusive networking opportunities, refreshments, and private meeting spaces.

CIBSE Journal

CIBSE Journal launched a new look in 2024 with a contemporary design and logo, unveiled in the September edition. The update ensures the magazine continues to evolve and reflect the modern, dynamic membership CIBSE represents.

Throughout the year *CIBSE Journal* brought readers high quality detailed technical articles and case studies, policy and regulation updates, interviews with leading industry figures, and events and product updates, reflecting CIBSE's priorities and helping to raise its profile, and the profile of CIBSE's Groups, Regions and Societies.

A series of articles highlighted the CIBSE Building Performance Awards' winning entries, including a case study of the Building Performance Champion award winning project – the retrofit of York Guildhall, by SGA Consulting.

The CIBSE Technical Symposium again proved to be a valuable resource for content, and the Journal featured an overview of the papers presented and the keynote presentation by Graeme Maidment. Articles focusing on other presented papers were featured in the year.

For the October edition, the Journal collaborated with CIBSE YEN for a special edition, with articles contributed from across the YEN Regions. These included an article from Hong Kong on AI, and an article from CIBSE YEN Global Vice Chair Max McCone, detailing his route through the industry. The Journal also provided members with their first look at CIBSE's new headquarters, with an interview with Ruth Carter, CIBSE CEO, introducing the Saffron Hill five-storey premises.

In November, the Journal produced a stand-alone CPD supplement, which highlighted the importance of CPD with an introduction from CPD Panel Chair Stephen Page. The supplement included a list of all the companies on the CIBSE CPD Directory, helping to raise their profile and that of the directory.

The Journal ran its first sponsored survey in July. The survey, sponsored by Zehnder Group UK, aimed to get a better view of understanding across the building industry of overheating. The magazine also hosted nine sponsored webinars in 2024 with a total of 6,900 registrants. All webinars are available to view on demand at www.cibsejournal.com/webinars.

The *CIBSE Journal* website continues to attract high visitor numbers, averaging 27,000 a month. The CPD area of the *CIBSE Journal* website continues to be the most visited area of the site, and in 2024 the Hays Salary Survey was our most-read feature, with over 10,000 views.

www.cibsejournal.com

Media relations

In 2024, CIBSE made significant strides in raising its profile and promoting its expertise, securing a total of 120 news and featured articles and press releases, which collectively resulted in CIBSE being featured in the news 548 times - an average of 1.5 times per day throughout the year. Additionally, CIBSE garnered around 3,900 mentions across various media platforms and outlets, both online and offline, spanning over 30 countries.

CIBSE's thought leadership was highlighted in key trade publications, including *PBC Today*, *Specification Online*, *This Week in FM*, *Facilitate Magazine*, *FM Business Daily*, *MBS*, and *Facilities Management Journal*. Furthermore, CIBSE gained extensive national media coverage, with appearances on the *BBC*, *BBC Radio 4*, and *The Times*. These national features prominently showcased interviews with members of the CIBSE Technical Team, discussing the critical issue of overheating in UK homes - a growing concern as the UK faces hotter summers. This national coverage underscored CIBSE's leading role in addressing climate change challenges within the built environment.

Internationally, CIBSE's influence extended through notable events such as the delegation visits to China and the Middle East, which garnered significant media attention. As did CIBSE's participation in COP29 in Azerbaijan, which further positioned the Institution as a global voice in decarbonisation and climate resilience discourse.

Through its public relations and communications efforts in 2024, CIBSE reinforced its reputation as a thought leader and a key contributor to shaping the future of sustainable building practices worldwide.

Social media

CIBSE's social media strategy evolved significantly in 2024, with the addition of a dedicated Digital Channels Marketing Executive. A comprehensive audit of all channels was conducted, leading to the development of an ongoing optimisation plan and a more centralised marketing strategy.

This strategic focus resulted in a 9% increase in followers, with a growth of 6,700 followers across all platforms. LinkedIn remained our most impactful channel, delivering an average of 175,000 monthly impressions. The most engaging post of 2024 was the CIBSE new office reveal, which received 27,955 clicks, 604 likes, and an 84% engagement rate.

Instagram experienced strong engagement, maintaining its connection with the 25-44 age demographic. Video content continued to dominate, with Reels achieving an average reach of 48,000 per month. On YouTube, watch time climbed to 22,500 hours—an increase of nearly 30%. Key videos like *A day in the life of a building services engineer* and *What does a career in building services engineering look like?* resonated with younger audiences, emphasising the role of video in engaging with emerging professionals.

Growth on individual platforms:

Platform	Followers	% Growth
X	24,629	-7.6%
LinkedIn*	47,783	18.9%
Instagram	2,660	17.6%
Facebook	1,686	4.3%
YouTube	3,572	21.6%

**LinkedIn remains the platform with the largest audience and the highest monthly impressions*

CIBSE website

In 2024 the training and knowledge areas of the CIBSE website were the most popular areas accessed and searched for by visitors, particularly CIBSE Guides, as well as members accessing their membership via the MyCIBSE portal.

The top 5 non-UK countries for visits were Hong Kong, Ireland, UAE, India and Australia. A review of some of the design elements of the site was carried out, with updates planned for rollout in 2025.

www.cibse.org

Building services awards

The companies, projects and individuals on show across CIBSE's awards portfolio demonstrate the wealth of expertise, knowledge and innovation present across the industry. We are proud to celebrate these achievements and successes and raise the profile of the groundbreaking work our members are involved in. The wide range of awards highlight the skills and talent that are vital to ensuring our buildings are safe, comfortable and healthy places to live and work in.

Building Performance Awards 2024

The 17th CIBSE Building Performance Awards, held at the Park Plaza Westminster Bridge Hotel in London, in February, brought together industry leaders, innovators and visionaries to celebrate those who have made significant contributions to advancing the building industry. The awards, which undergo meticulous evaluation, showcased a diverse range of entries, highlighting the crucial aspects that contribute to creating sustainable, efficient and innovative built environments.

Overall winner of the Building Performance Champion award was SGA Consulting's York Guildhall project, which earned the prestigious title for its outstanding achievement in rejuvenating a centuries-old structure, despite facing significant regulatory, historic, and environmental challenges. The judges commended the project for its excellence in navigating and overcoming these constraints, praising it for being 'an exemplar of how to breathe new life into a 15th-century building'. In a time when the industry confronts the urgent need to renovate existing structures to meet net zero targets, York Guildhall stands as a symbol of potential within these limitations.

CIBSE medals

CIBSE Gold, Silver and Bronze medals recognise exceptional and distinguished service to CIBSE and the wider industry. They highlight the essential role CIBSE members play in supporting the Institution's mission to promote building services engineering, invest in education and research and support our community. They are awarded to those whose contribution has been made through long and loyal service. Seven Gold medals, six Silver medals and eight Bronze medals were presented at the annual President's Awards Dinner in October. The Gold medal is CIBSE's highest accolade and was presented to: Colin Ashford, John Aston, Patrick Bellew, Steve Hennessy, Florence Lam, Geoffrey Prudence and PL Yuen.

CIBSE Young Engineers Awards

The annual CIBSE Young Engineers Awards bring together the CIBSE Undergraduate Award, The CIBSE Apprentice of the Year Award, the CIBSE ASHRAE Graduate of the Year Award, and the CIBSE Employer of the Year Award. The awards recognise exceptional young engineers as well as the employers who nurture and support the next generation of industry leaders. The event celebrated innovation, talent and the future of the industry.

CIBSE Undergraduate of the Year 2024

The Undergraduate of the Year Award recognises those making exceptional starts to their careers in building services engineering.

Winner: Karolina Prusicka, studying architectural engineering at the University of Sheffield.

Karolina graduated from the University of Sheffield with an MEng in Architectural Engineering, including a year in industry. During her placement with the sustainability and physics team at Buro Happold, she gained experience in carbon accounting and modelling.

CIBSE Apprentice of the Year 2024

The Apprentice of the Year Award is open to apprentices worldwide and recognises the vital contributions of early career professionals who have developed their skills through hands-on learning. The award is split to recognise apprentices at every level. Each apprentice submitted an entry form together with a three-minute video on a set topic.

Winner Technical Level 3-4: Taylor McLaughlin, a HVAC services and maintenance engineer apprentice at CubicWorks.

Taylor McLaughlin is a final year apprentice working for CubicWorks in its facilities management division.

Winner Degree Level 5-7: Dan Robins, a senior trainee at AECOM

Dan Robins has worked for AECOM for three years, gaining significant experience on various projects, primarily in the healthcare sector.

CIBSE ASHRAE Graduate of the Year 2024

The Graduate of the Year Award recognises excellence in the early stages of an engineer's career. The 2024 competition received a record 75 entries. Finalists presented to a packed auditorium on the topic: *What do you consider as the main implications for building performance of changing demographics, lifestyles, and the need to keep people safe, healthy, and productive?*

Winner: Helen Meutermans

Helen Meutermans started as a graduate mechanical engineer at AtkinsRéalis, after graduating from the University of Sheffield with an MEng in mechanical engineering with a year in industry at Howdens Joinery. She is passionate about incorporating sustainability into her project work and encouraging young people to explore careers in STEM through mentoring schemes.

Runners up were Zoe Dickson from SSE Energy Solutions and Strathclyde University, and Ikechukwu Umeokoli from AtkinsRéalis and the University of Warwick.

CIBSE Employer of the Year 2024

The Employer of the Year Awards honour companies that actively support and nurture young engineers, promoting their development through training, mentoring and initiatives that prioritise them within their business. The companies shortlisted stood out for their clear, inclusive strategies for recruiting and empowering young talent.

Winner: SI Sealy

SI Sealy took the overall prize, impressing the judges with its focus on making its engineers the best they can be whilst upholding the highest standards of professional conduct. The small specialist building services engineering design consultancy, which also won in the small company category, runs regular training seminars and CPD workshops and funds all staff to join a professional industry body.

ChapmanBDSP was the winner in the medium company category, with AtkinsRéalis winning the large company title.

SFE Façade 2024 Design and Engineering Awards

Projects which push the boundaries of technologies and set new benchmarks for façade engineering were recognised at the SFE Façade 2024 Design and Engineering Awards. The awards, run by the Society of Façade Engineering and CIBSE, recognise excellence and achievements in façade engineering from around the world.

Arup was the outstanding winner on the night, taking home three trophies in the Project of the Year categories. It won the Special Structures International Award, for Airshade, the world's first air-powered shading device, developed by Arup in Masdar City, UAE, the New Build Project of the Year – UK, for the Grand Courtyard and Pavilion at The Old War Office, and the Special Structures UK Award for the Barn Elms Ecological Kiosk.

Other groundbreaking projects included the Beijing City Library, by Eckersley O'Callaghan, which won New Build of the Year – International, with a design that celebrated the act of reading, and features a 16m tall frameless folded plate glass wall, believed to be the tallest façade of its type ever completed.

Society of Light and Lighting (SLL) Young Lighter of the Year 2024

The annual SLL Young Lighter competition is open to anyone with an interest in light and lighting. The competition is designed to test the finalists' ability to develop a lighting project, as well as their presentation skills.

Winner: Kate Turley

Kate Turley, a PhD researcher at Chroma Lighting, was named 2024 SLL Young Lighter for her presentation: *A tailored dynamic lighting and sensing paradigm to support wellbeing for people living in dementia*, which highlights her research on the intersecting fields of lighting, technology and health.

Building Simulation Award

These annual awards, established by the CIBSE Building Simulation Group, encourage innovation in building simulation techniques and recognise the outstanding contribution of young engineers, apprentices and sustainability consultants working with building simulation.

Winner: Xiaoxiong Xie

Young Modeller winner: Gaurav Kataria

Xiaoxiong Xie, a lecturer in building engineering at the University of Plymouth, won the CIBSE Building Simulation Award for his project, *Multi-scale modelling of air-source heat pump impacts on outdoor microclimates in 2050s UK scenarios*.

Gaurav Kataria, senior building performance and sustainability engineer at Harley Haddow, was named CIBSE Young Modeller of the Year. The judges were impressed by his initiative in creating his own methodologies and tools in order to use detailed HVAC modelling in decision making.

Full list of awards

CIBSE Gold Medal

Colin Ashford
John Aston
Patrick Bellew
Steve Hennessy
Florence Lam
Geoffrey Prudence
PL Yuen

CIBSE Silver Medals

David Cheshire
Steven Hunt
Patrick Lehane
Saverio Pasetto
Ewen Rose
Jarrod Tandy

Bronze Medals

Jocelyn Brownlie
Katie Clemence Jackson
Peter Cotter
Michael Curran
Mona Duff
Neil Duffy
Gita Maruthayanar
Philip Oliver

Barker Silver Medal: Paper: *Demand response with heat pumps: Practical implementation of three different control options.*

Authors: Jenny Crawley, Clifford Elwell, Adria Martin-Vilaseca, Michelle Shipworth, Jez Wingfield, Zachary Gill.

Dufton Silver Medal: Paper: *Measurement and rapid assessment of indoor air quality at mass gathering events to assess ventilation performance and reduce aerosol transmission of SARS-CoV-2.*

Authors: Liora Malki-Epshtein, Filipa Adzic, Malcolm Cook, Murat Mustafa, Elizabeth Abigail Hathway, Ben M Roberts, Christopher Iddon.

Carter Bronze Medal: Paper: *Comparative analysis of the whole life carbon of three construction methods of a UK-based supermarket.*

Authors: Ali Bahadori-Jahromi, Agha Hasan, Anastasia Mylona, Augustine Blay-Armah, Golnaz Mohebbi, Mark Barthorpe.

Napier Shaw Bronze Medal: Paper: *An overheating criterion for bedrooms in temperate climates: Derivation and application.*

Authors: Kevin J Lomas, Matthew Li.

Ken Dale Travel Bursary: William Holley

Society of Light and Lighting Young Lighter of the Year: Kate Turley

Leon Gaster Award: Mehlika Inanici, Belal Abboushi and Sarah Safranek

Walsh Weston Award: Nozomu Yoshizawa, Roland Schregle, Ken Komazawa, Kaira Ootori and Toshihide Okamoto

SLL Regional Award: Austin Williamson (HCNE)

SLL Lighting Award: David Battersby

SLL Honorary Fellowship: Florence Lam

SLL President's Medal: Roger Sexton

CIBSE Building Simulation Awards

Building Simulation Award: Xiaoxiong Xie

Young Modeller: Gaurav Kataria

Façade Design and Engineering Awards

Project of the Year, Sustainability UK: Thornton Tomasetti, Northcliffe House

Project of the Year, Sustainability International: National University of Singapore, An Equatorial School of Architecture

Project of the Year, Refurbishment UK: Octatube, refurbishment of the Grade II listed cable net façade of Channel Four building

Project of the Year, Refurbishment International: Fun-e-Tameer, Arts Council of Pakistan Karachi (ACPKHI) Academics Building

Project of the Year, Innovation UK: Octatube, refurbishment of the Grade II listed cable net façade of Channel Four building

Project of the Year, Innovation International: Arup, Airshade

Project of the Year, New Build UK: Arup, The Grand Courtyard and Pavilion at The Old War Office

Project of the Year, New Build International: Eckersley O'Callaghan, Beijing City Library

Project of the Year, Special Structures UK: Arup, Barn Elms Ecological Kiosk

Project of the Year, Special Structures International: Bellapart, L'Oreal 14 Rue Royale

Digital Innovation Award: Ramboll, FAT PAnDA, Façade Assessment Tool for Performance Analysis and Dynamic Appraisal

Product of the Year: Hilti, HAC-V Edge

Dissertation of the Year: Katie Cunningham

Young Façade Engineer of the Year: Roberta Giacalone from Wintech

Lifetime Achievement Award: John Downes

Honorary Fellowship of the SFE: Dr Hywel Davies

Society of Digital Engineering Awards

Best Consultancy: Introba

Best Contractor: Laing O'Rourke

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

Best New Digital Technology: Legrand, WEOZ – the Intelligent building manager

Best Project & Collaboration: Buro Happold, The Digital Twin for low carbon bridge design in unreal engine

Best Manufacturer: Legrand

Best Software Developer: Kinship

Best Use of Technology: Arup, UHeat

Best Up and Coming Digital Champion: Zhihe (Janet) Wang

Digital Champion: Introba

Young Engineers Awards

CIBSE Undergraduate Award: Karolina Prusicka, University of Sheffield

CIBSE Apprentice of the Year – Technician Level 3-4: Taylor McLaughlin, CubicWorks

CIBSE Apprentice of the Year – Degree Level 5-7: Dan Robins, AECOM

CIBSE ASHRAE Graduate of the Year: Helen Meutermans, Sheffield University and AtkinsRéalis

CIBSE Employer of the Year, overall winner and small company winner: SI Sealy

Employer of the Year, medium company: chapmanbdsp

Employer of the Year, large company: AtkinsRéalis

CIBSE Building Performance Awards

Building Performance Champion: York Guildhall, SGA Consulting

Best Digital Innovation: Decarbonomics, AtkinsRéalis

Building Performance Consultancy (up to 50 employees): Inkling

Building Performance Consultancy (51-300 employees): XCO2

Building Performance Consultancy (over 300 employees): Hoare Lea

Embodied Carbon Award – Whitecroft Lighting

Collaboration: Decarbonisation via Data-Driven Collaboration, Smart Managed Solutions and Savills

Engineer of the Year: Philip Draper, Managing Director, Twenty One Engineering

Facilities Management: Broadgate, British Land

Learning and Development: Unlocking Potential: CSA's Commissioning Management Training and Development, Commissioning Specialists Association

Product or Innovation of the Year – Air Quality: Vent-Axia Sentinel Apex, Vent-Axia

Product or Innovation of the Year – Thermal Comfort: New Modular Highline 235 Fan Coil Range, Diffusion

Product or Innovation of the Year – Wellbeing: Clarence System, Remote Water Monitoring, Angel Guard

Project of the Year – Commercial and Offices: York Guildhall, SGA Consulting

Project of the Year – Leisure: Ravelin Sports Centre, Max Fordham

Project of the Year – International: Kyoto City Hall Annex Building, Nikken Sekkei

Project of the Year – Public Use: Hackbridge Primary School, Introba/Architype

Project of the Year – Residential: Bryn Bragi, Hoare Lea

Project of the Year – Retrofit: York Guildhall, SGA Consulting

Future plans

We lead

We will ensure that the power of our research and the rigour of our technical standards can have a positive impact on policy and industry in the UK and across the world. The expertise we have at our disposal improves building safety and sustainability of the built environment and provides dynamic solutions to highly complex issues that affect everyone. We will strive to represent our members' voice in national and international forums and seek collaborations that will enable us to have a greater impact globally.

The further uptake of the TM65 methodology in the US and the UAE in 2024 as well as the international interest in the UK NZCBS has increased CIBSE's reach and global visibility. In 2025 the Technical Team will develop and implement a global outreach plan which will start conversations with key members of our Regions and beyond to better understand how CIBSE can serve the global community.

Following the successful collaboration and launch of the UK NZCBS, we will aim to maintain and further expand collaborations with other industry institutions and professional engineering bodies to promote a common language, tools and targets in design teams and to elevate CIBSE member status and voice.

We empower

The Technical Team has been working on CIBSE's technical five-year strategy, a comprehensive plan of priority areas of focus, research and knowledge deliverables and a timetable for their delivery. The technical strategy, co-created with the CIBSE Groups, Regions and Societies will inform CIBSE's knowledge outputs and futureproof our members' expertise.

We will continue setting the standards for the industry by continuing our involvement with the further development of the UK NZCBS, by facilitating the uptake and implementation of the NABERS scheme and by making the TM65 methodology for embodied carbon a global standard.

CIBSE will continue to be a primary source of peer reviewed technical guidance, and quality, technically-led events for the built environment sector. We will review and develop guidance to support the transition to net zero buildings, addressing both the provision of new buildings and the retrofit strategies required to significantly increase the energy efficiency and resilience of the existing stock.

A dedicated resource within the Technical Team will work closely with our Divisions and SIGs to coordinate their output and identify requirements for new guidance and update and revise our existing knowledge.

We will continue feeding into the programme of industry events and training, ensuring it continues to deliver technically robust and authoritative content to support the continuing development and maintenance of knowledge by professionals in the sector.

We champion

Supporting engineers into CIBSE membership and professional registration remains at the centre of what we do. In 2025 we will continue our vital work on the building safety agenda and implementing the contextualised Higher-Risk Buildings Register.

We will also enhance our engagement with companies to strengthen relationships and grow membership.

We will be reviewing our accreditation guidelines to include more emphasis on the climate emergency, to ensure future engineers are taught the critical skills required to tackle the global challenge. We will also be reviewing all our routes to membership and registration to ensure they are streamlined and customer friendly.

We plan to increase engagement with CIBSE's international Regions to promote membership and accreditation and approval of international academic programmes, training and development schemes and CPD courses. Strengthening our relationships with key companies, focussing on providing bespoke solutions to getting their staff professionally registered.

The first CPD audit on the new mandatory topics, building safety and sustainability will be conducted, covering CPD activity conducted in 2024.

We will be embedding more training for volunteers involved in professional review and End Point Assessment (EPA), and conducting an end-to-end process review to ensure our guidance supports neurodivergent candidates. There will also be training for new EPA assessors and compliance officers to support our fast-growing apprentice pipeline.

We will continue to provide high quality support to our volunteers through the launch of a volunteer handbook, relevant policies and an ongoing focus on inductions and development.

We will continue to promote and celebrate the activities delivered in schools to promote building services through CIBSE's STEM Ambassador programme.

We will roll out governance updates and review the impact following AGMs before completing the updating of all Networks' governance documents, and continue to provide support and guidance to the CIBSE Groups, Regions and Societies so that they are operate effectively.

We inspire

Building on the momentum of 2024, the Marketing and Communications Team will focus on consolidating our achievements and driving new initiatives to further CIBSE's influence and reach.

As the leading authority in building services engineering, we will continue to advocate for the profession through increased engagement with policymakers, industry leaders, and media outlets. This includes supporting initiatives like NABERS UK and the UK NZCBS, driving thought leadership content, and positioning CIBSE as a key contributor to global conversations around sustainability,

energy efficiency, and resilience in the built environment. We will also expand partnerships with industry bodies to amplify our voice.

Building on the significant improvements made to the CIBSE website in 2024, 2025 will see a renewed focus on expanding digital functionality and accessibility. A dedicated landing page for NABERS UK will be launched, aligning with its growing prominence and reinforcing our leadership in this space. Enhancements will continue for the 'join' and 'renewal' journeys, further streamlining the process for prospective and existing members.

2025 will also see the launch of the anticipated CIBSE brand refresh.

By aligning our efforts with CIBSE's broader goals, the Marketing and Communications Team aims to drive member value, enhance CIBSE's influence, and inspire future generations of building services engineers. Together, we will continue to shape a more sustainable, innovative, and inclusive industry.

CIBSE Certification

CIBSE Certification Ltd (Certification), a wholly owned subsidiary of CIBSE, offers certification services covering personnel, management systems, buildings, and products for the built environment. Its exists to help achieve CIBSE's vision of net zero, safe and better performing buildings while donating surplus profits to the charity. Sales exceeded £1m in 2024 for the first time and its contribution to CIBSE was circa £140k.

Customers range from multinationals to sole traders across property companies, building owners and managers, manufacturers, engineering, and energy consultancies. All profits generated by CIBSE Certification are reinvested in the business to develop services to meet industry needs or gifted to CIBSE. CIBSE Certification leads the way in assessing and certifying competent personnel, ISO compliant management systems, NABERS UK building ratings, and the CIBSE TM65 Embodied Carbon Verification (ECV) scheme to verify environmental product claims.

CIBSE Certification's positive contribution to the sector was recognised by its appointment as NABERS UK administrator in April 2024, and the adoption of its new ECV scheme by a select cohort of manufacturers. Its expertise in management systems was recognised by the UK Accreditation Service (UKAS) with the extension of CIBSE Certification's scope to include occupational health and safety, and it also launched the management system specialist (MSS) personnel scheme.

Feedback from registrants was universally positive with recognition of technical expertise, brand, and customer service given as key reasons for choosing CIBSE Certification's services.

Organisations involved with NABERS UK overwhelmingly endorsed CIBSE and CIBSE Certification as the correct choice to administer NABERS UK, both for its strong leadership in the built environment and experience running certification schemes.

Manufacturers using CIBSE TM65: 2021 to calculate embodied carbon associated with their products helped pilot the ECV scheme, with a number of well-known manufacturers endorsing the scheme and achieving certification for their products.

The vision for CIBSE Certification to be the go-to certification body for the built environment and beyond was advanced in 2024 with the expansion of its certification service beyond personnel and management systems to include buildings and products.

Personnel schemes business

CIBSE Certification is the sole provider of Display Energy Certificate (DEC) and Energy Performance Certificate (EPC) energy assessor competency schemes approved by the Ministry of Housing Communities and Local Government (MHCLG) and accredited by UKAS.

Its personnel schemes cover Low Carbon Consultants (LCCs), Low Carbon Energy Assessors (LCEAs) for non-domestic EPCs, DEC, Air Conditioning Inspectors (ACI), ESOS Lead Assessors, Heat Networks Consultants and Section 63 Advisors for Scotland. A new Management Systems Specialist (MSS)

scheme was successfully launched in 2024 to help organisations implement effective management systems, a key ingredient in meeting business and regulatory obligations.

The LCCs and LCEAs for the production of EPCs and DECs schemes are approved by MHCLG and accredited to BS EN ISO/IEC 17024:2012 *Conformity assessment – General requirements for bodies operating certification of persons* by UKAS. The annual audits undertaken by both MHCLG and UKAS were completed successfully, with positive comments from both sets of auditors.

Overall, personnel scheme registration numbers, excluding NABERS UK assessors, have dropped slightly with the business seeing new applications affected by the sluggish market for commercial properties, and assessors leaving the market.

Lodgement credit sales decreased by 17% in 2024 over the previous year, with the reduction in lodgement credits driven by a reduction in the quantity of commercial property transactions and the demand for EPCs and DECs.

Management systems business

CIBSE Certification certifies organisations to management systems standards i.e. ISO 9001 *Quality management*, ISO 14001 *Environmental management*, ISO 45001 *Occupational health and safety* and ISO 50001 *Energy management*. Management systems business is accredited by UKAS to BS EN ISO/IEC 17021:2015 *Conformity assessment – required for bodies providing audit and certification of management systems* by UKAS with ISO 45001 added in September 2024.

The management systems business grew 30% in 2024, with revenue increasing year on year from sales to existing customers and the scope of work covering locations in Europe, the Middle East, USA, the UK and Ireland. The extension of accreditation and launch of the new MSS network is expected to help spearhead the expansion of this business from 2025, supported by increased efforts to better market these services to existing customers for personnel services, and potential new customers using NABERS UK and ECV services.

NABERS UK

CIBSE Certification was appointed as NABERS UK administrator in April 2024 and the scheme became fully operational from 1 July, accepting new applications for all NABERS UK services. It currently offers Design for Performance (DfP) and Energy for Offices (EfO) for buildings, and training, supervision, and registration for personnel. In October an experienced NABERS UK assessor was recruited to lead on this service and to provide additional support with personnel certification schemes. The transition from BRE, the scheme's previous administrator, required a significant amount of time but was achieved seamlessly with NABERS UK Assessor contracts and over 80% of the DfP contracts successfully novated in 2024. The service generated more revenue than expected from July to December, with sales expected to increase significantly on the back of increased marketing activities in 2025.

Embodied Carbon Verification (ECV)

This unique scheme was launched mid-year and following completion of a pilot with a handful of manufacturers, more than 30 certificates were issued by year end. The service provides assurance that data used by manufacturers to calculate embodied carbon associated with their products using CIBSE TM65 is robust. Discussions are ongoing with several large manufacturers of heat pumps, lighting products, ventilation systems and electrical generators, expected to join the scheme in 2025. While the scheme is new, this business is expected to grow significantly due to dedicated marketing and adoption by more blue-chip manufacturers in 2025.

Members of the Board and Council

With effect from CIBSE AGM 10 June 2024:

President: Fiona Cousins
President Elect: Vince Arnold
Vice President: Mike Burton
Vice President: Dave Cooper
Vice President: David Stevens
Hon Treasurer: Les Copeland
Immediate Past President: Adrian Catchpole

Elected Members of the Board:

Lionel James
Ruth Kelly Waskett
Vincent Ma
Ted Pilbeam
Mark Walker

Past President: Kevin Kelly
Past President: Kevin Mitchell

Chief Executive Officer

Ruth Carter

Members of the Consultative Council

All Board members are also members of Council.

Elected Members

Peter Anderson
Jon Belfield
Mike Burton
Jennifer Cox
Aleksandra Krstanovic
Sanjay Modasia
Geraldine O'Farrell
Emeka Osaji
Andy Sneyd

Co-Opted Council Member: Laura Mansel-Thomas

Society Representatives

Patrons: Josh Emerson

Society of Digital Engineering: Michael Bartyzel

Society of Façade Engineering: Rimmy Vij

Society of Light and Lighting: Dan Lister

Society of Public Health Engineers: Michael Carter

Other CIBSE Representatives:

EC(UK) Board: Andrew Rowe

Fellows Network: Jacquelyn Fox

Nominations: Tony Day (Vice Chair)

YEN Mentor: Andrew Saville

Young Engineers Network: Ruth Tatanga

WiBSE: Jessica Glynn

Standing Committee Chairs

Communications Committee: David Fitzpatrick

Education, Training and Membership: Andrew Rowe

Equity, Diversity and Inclusivity Panel: Adrian Catchpole

Groups and Societies: Fiona Cousins

Knowledge Management Committee: Ted Pilbeam

Professional Conduct Committee: Doug King

Regional Liaison Committee: Vince Arnold

Technology Committee: Robert Redfern

Special Interest Group Chairs

ASHRAE: David Green

Building Simulation: Darren Woolf

Daylight: John Mardaljevic

Electrical Services: Leon Markwell

Energy Performance: Emeka Osaji

Facilities Management: David Stevens

Healthcare: Mark Walker

Heat Networks: Tolu Fatogbe

Heritage: Andrew More

Homes for the Future: Tom Lelyveld

HVAC Systems: Philip Draper

Information Technology and Controls: Peter McDermott

Intelligent Buildings: Yangang Xing

Lifts: Michael Bottomley

Natural Ventilation: Owen Connick

Resilient Cities: Phil Henry

School Design: Richard Daniels

Sustainability: Helen Newman

Regional Chairs

Australia & New Zealand: Mark Davie

East Anglia: Neil Fordham

East Midlands: Mahroo Eftekhari

Home Counties North East: David Perry

Home Counties North West: Dimple Rana

Home Counties South East: Steven Peet

Home Counties South West: Ruth Tatanga

Hong Kong: Hyvan Wong

Republic of Ireland: Stephen Weir

Merseyside & North Wales: Henry Gun-Why

Northern Ireland: Conor Gallagher

North East: Neil Rooney

North West: David Glover

Scotland: Ingrid Berkeley

South Wales: Thomas deBoeck

South West: Gonzalo Pastor Peñalba

Southern: Christopher Hodgson

UAE: Imran Shaikh

West Midlands: Martin Trentham

Yorkshire: Graham Etherington

Financial Review

The Institution's Annual Accounts are presented to comply with the Charities Act 2011, its Royal Charter and By-Laws, and to meet all applicable accounting standards including the Statement of Recommended Practice - Accounting and Reporting by Charities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP FRS 102). Investments are shown at market value and the Annual Accounts incorporate the assets, liabilities, income and expenditure of the Regions. The results of the Institution's commercial subsidiaries, CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited, are incorporated into the Consolidated Accounts.

Total income for 2024 was £16.9m, due to the sale of the property in Balham. Excluding the sale receipts, the total income was £10.76m, representing an increase of £1.2m on 2023. Most revenue streams across the Group improved in 2024. The most significant increase was seen in the members' subscription income, which grew by £0.445m from 2023 levels. 2024 also saw the successful sale of the Build2Perform Live event for a value of £0.4m.

As a direct result of additional activity and following inflationary pressures, expenditure increased over the year to £10.1m from £9.4m in 2023. The Executive maintains focus on improving margins wherever possible, without impacting further growth.

The overall result of the above was a surplus before sale of asset and gains on investments of £0.54 million, compared with a gain of £0.18m in the previous year. Favourable market conditions saw an unrecognised gain on investments in 2024 of £63k, along with the £6.3m from the sale of the asset, resulted in a net surplus of £6.9m.

The pension scheme showed a surplus position in the 2024 triennial valuation. Due to this, and following the pursuit of a derisked investment strategy, the Institution is no longer making payments into the pension scheme.

The Group cash balance increased to £3.24m in 2024 from £1.29m in 2023.

The Trustees registered the Institution with the Fundraising Regulator in 2024, to aid in preparation for raising funds for the Saffron Hill refit (premises relocation project). However, fundraising activity does not commence until 2025.

Reserves Policy

The Institution's reserves have been set to mitigate against financial risk faced by the organisation, including unforeseen interruptions to operations, possible shortfalls in budgeted income and to ensure all commitments can be met.

The Reserves Policy seeks to clearly calculate the target level of reserves, suitable to mitigate the inherent risk associated with the Institution's operations. Where the reserves deviate from the target, plans will be made to bring the balance back in line with the desired reserve.

Cash generated from members' subscriptions remains consistent across the years. However, reserves provide reassurance that should our commercial entities not generate the contribution as anticipated through the strategy, the organisation will continue to meet its obligations.

The Trustees have set a Free Reserves target to cover two months overheads, two months staff costs and one month of other costs.

At the year end, total reserves of the Group were £10.17m (2023: £3.3m). The Group held free reserves of £6.9m (2023: £0.8m) against a target of £1.58m (2023: £1.1m), being the amount of funds available excluding restricted funds of £0.2m (2023: £0.15m) and designated funds of £2.0m (2023: £1.7m), and less reserves held as functional fixed assets (assets considered essential to the delivery of the charity's aims – this being predominantly IT equipment and capitalised software) of £0.4m (2023: £0.3m).

During 2024, the Trustees decided to sell the charity's previous premises in Balham for a profit of £6.3m (see note 8). A decision was then made to use the profits realised from the sale of the Balham property to purchase and develop new premises in Saffron Hill, Farringdon, London. As at 31 December 2024 the cost of the new premises was £8.16m. Given the office at Saffron Hill's prime location, and the significant profit realised in the sale of the Balham premises, it is envisaged that realising free reserves through the sale of Saffron Hill would be easily achievable. It is for this reason that the premises value of Saffron Hill is included in free reserves.

It is also felt that keeping reserves in Saffron Hill is a better, lower risk option than selling the premises and investing funds in fixed term investments and holding more cash. It is for this reason that the Trustees are satisfied with retaining ownership of Saffron Hill and keeping the free reserves surplus at its current level.

Any decision on the use of reserves rests with the Board on the advice of the Honorary Treasurer and the Finance, Risk, Audit and Governance Sub Committee (FRAG).

Going Concern

Whilst considering the adoption of going concern for the Group, the Trustees take into account a number of factors including key risks facing the organisation, budgets and ongoing forecasting, cashflow forecasts, including sensitivity analysis, and short and long-term liquidity.

The Group's revenues continue to increase with substantial growth experienced across all areas. Membership income, which accounts for almost half of the Group's revenues, is up £445k on the previous year. The Institution continued to work hard to demonstrate member benefits and this was supported through access to substantial and essential knowledge provided by CIBSE, and an ever-growing presence in key government consultations.

The Institution also owns, in its entirety, the freehold premises from which it operates at 91-94 Saffron Hill.

The Group conducts ongoing, detailed forecasts and cashflow analysis to assess liquidity and is confident that there are adequate resources to meet obligations falling due within the next 12 months and will continue to drive growth for the foreseeable future.

It is for the above reasons that the Trustees continue to consider CIBSE a going concern.

Risk Management

It is the responsibility of the Board, as Trustees of the Institution, to examine the major operational and business risks which the Institution faces and to establish appropriate systems to manage any significant risks.

Risk is assessed as part of the consideration of all new projects, and FRAG is charged with the detailed examination of the Institution's Risk Register. FRAG reviews the risk register at all four of its meetings to ensure a watching brief is kept and agile planning is in place. This review has identified and assessed the major risks faced by the Institution and confirmed that appropriate control systems have been established to manage those risks.

The Trustees have identified possible changes in market conditions as a key risk. This risk is greatest where it impacts the Group's commercial entities' ability to support the activities of the Parent Charity. Regular forecasting and financial management, along with a watching brief and strong relationships with key stakeholders within the industry, help the institution plan for any such changes and what mitigation is needed.

Structure, Governance and Management

The Chartered Institution of Building Services Engineers is governed by its Royal Charter and By-Laws, which were awarded in 1976 and last amended in 2010, when they were substantially streamlined by the removal of many former By-Laws into a new set of Regulations. Further changes to the By-Laws and Regulations concerning Officer and Board Member nominations, appointments and elections were approved in General Meeting during 2018.

The members of the Board of the Institution are the Trustees of the Charity. The Board is composed of the Officers of the Institution (the President, the President Elect, the three Vice Presidents, the Honorary Treasurer and the Immediate Past President) and five additional members who are elected for a three-year term of office. The office of President is filled automatically by the previous year's President Elect, with the office of Immediate Past President being filled by the previous year's President. Under new rules approved during 2018, the Vice Presidents and the Honorary Treasurer are appointed by the Board, whilst the President-Elect position remains subject to election.

The Nominations Sub-Committee is required to nominate candidates to the Board each year for the forthcoming vacancies for President Elect, the appointments of Honorary Treasurer and Vice President and for upcoming members of the Board. All newly appointed Trustees are provided with an Induction Pack containing relevant information on their role, including Charity Commission guidance on Trustees' responsibilities. In addition, training on Trustees' responsibilities is carried out annually.

The Board meets five times a year to direct the business of the Institution and is assisted by the House and Remuneration Sub Committee (which deals with terms and conditions of employment of the Chief Executive and senior staff and ad hoc issues) and FRAG (which deals with budgeting, management and financial accounts, audit, risk and governance issues). The Standing Committees of the Institution (the Education, Training and Membership Committee, Technology Committee,

Professional Practices Committee, Knowledge Management Committee and the Regional Liaison Committee) report to the Board and have delegated authority within their spheres of activity.

Governance and the review of processes and documentation is central to activities and interactions across CIBSE, with the results of reviews and initiatives regularly consulted on and reported to FRAG. Major progress has been made towards regular, ongoing and iterative review of processes and documents in order to ensure that they are brought and kept up to date and in line with changing regulation and practice. The requirements for document version control across CIBSE has been investigated and a new system will be introduced.

CIBSE Services Limited, one of two of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Services Limited is to generate income for the Institution through the development and operation of commercial activities which are aligned with and support the objectives of the Institution. The Chair of CIBSE Services Limited makes regular reports to the Board of the Institution.

CIBSE Certification Limited, the other of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Certification Limited is to generate income for the Institution through certification activities which are aligned with and support the objectives of the Institution. The Directors of CIBSE Certification Limited report to the Finance, Risk, Audit and Governance Sub Committee of the Institution.

The Chartered Institution of Building Services Engineers Hong Kong Ltd is a company limited by guarantee registered in Hong Kong. It was established to handle the operation of the CIBSE Hong Kong Region in order to meet local legislative requirements, and ultimate control of the company rests with the CIBSE Board through the appointment of its directors. The Hong Kong Region otherwise operates in the same manner as other CIBSE Regions, but under the auspices of this local incorporation.

Key management personnel remuneration

The Board is responsible for the governance and overall control of the Institution. The Chief Executive conducts the business of the Institution on a day-to-day basis under the direction of the Board, supported by the senior management staff of the Institution.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in Note 11 to the accounts. Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Institution's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's Chief Executive and senior management staff is reviewed annually by the House and Remuneration Sub Committee, which is a sub-committee of the Board of Trustees comprising the President, President-Elect, Immediate Past President and Honorary Treasurer.

Authority is delegated to the House Sub Committee to appraise the performance of the Chief Executive and to approve any increase to the remuneration of the Chief Executive and of the senior management staff.

A range of factors are considered in this process, including job performance, price and earnings inflation, market conditions and comparisons with other professional institutions.

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institution and the Group and of the incoming resources and application of resources of the Institution and the Group for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the Institution and the Group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Institution's transactions and that disclose with reasonable accuracy at any time the financial position of the Institution and the Group and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Institution and the Group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Institution and the Group's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on behalf by:

Fiona Cousins
President 2024-2025

A handwritten signature in dark ink, appearing to read 'Fiona Cousins', is written over the printed name.

Opinion

We have audited the financial statements of the Chartered Institution of Building Services Engineers (the “parent charity”) and its subsidiaries (the “group”) for the year ended 31 December 2024 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Institution Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group’s and of the parent charity’s affairs as at 31 December 2024 and of the group’s incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor’s responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC’s Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees’ use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group or parent charity’s ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept by the parent charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 53, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the group's and the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to

going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charities ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable for fraud. The laws and regulations we considered in this context for the UK operations were General Data Protection Regulations, taxation legislation, health & safety legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Finance, Risk, Audit and Governance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, analytical procedures and sample testing of income, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe U.K. LLP

Crowe U.K. LLP
Statutory Auditor
London

07.05.2025

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	Unrestricted Funds £	Restricted Funds £	Total 2024 £	Unrestricted Funds £	Restricted Funds £	Total 2023 £
INCOME FROM:							
Charitable activities							
Members' subscriptions		4,640,913	62,215	4,703,128	4,201,389	56,790	4,258,179
Fees receivable for charitable services	3	933,174	4,350	937,524	756,768	1,100	757,868
Other trading activities							
Trading subsidiary companies		4,818,529	-	4,818,529	4,330,666	-	4,330,666
Investments							
Investment income	4	177,537	-	177,537	199,776	-	199,776
Sale of assets							
Profit on disposal of assets	4	6,301,654	-	6,301,654	-	-	-
Total income		16,871,807	66,565	16,938,372	9,488,599	57,890	9,546,489
EXPENDITURE ON:							
Raising funds							
Trading subsidiary companies		3,623,654	-	3,623,654	3,924,260	-	3,924,260
Charitable activities							
Membership		3,185,562	-	3,185,562	2,724,082	-	2,724,082
Technical		1,073,566	42,348	1,115,914	439,190	54,540	493,730
Regional & special interest groups		1,740,324	-	1,740,324	1,651,631	-	1,651,631
Research		427,354	-	427,354	504,939	-	504,939
Premises Relocation Project		-	-	-	66,331	-	66,331
Total expenditure	5	10,050,460	42,348	10,092,808	9,310,433	54,540	9,364,973
Net income before gains on investments		6,821,347	24,217	6,845,564	178,166	3,350	181,516
Net loss/gain on investments	10	62,875	-	62,875	204,914	-	204,914
Net income		6,884,222	24,217	6,908,439	383,080	3,350	386,430
Other recognised gains and losses							
Actuarial gain /(loss) on defined benefit pension scheme	20	(30,000)	-	(30,000)	(381,142)	-	(381,142)
Net movement in funds		6,854,222	24,217	6,878,439	1,938	3,350	5,288
Fund balances brought forward at 1 January		3,137,642	156,879	3,294,521	3,135,704	153,529	3,289,233
31 December		9,991,864	181,096	10,172,960	3,137,642	156,879	3,294,521

All amounts relate to continuing activities.

The notes on pages 64 to 86 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

		Group		The Institution	
	Note	2024	2023	2024	2023
		£	£	£	£
Fixed assets					
Tangible assets	8	8,590,262	626,460	8,520,330	526,206
Investments	10	2,354,078	2,291,203	2,354,082	2,291,207
Total fixed assets		10,944,340	2,917,663	10,874,412	2,817,413
Current assets					
Stocks of publications		8,872	22,908	-	-
Debtors	12	1,932,934	1,983,801	1,486,257	1,571,705
Cash at bank and in hand		3,240,349	1,292,931	2,464,349	900,118
Total current assets		5,182,155	3,299,640	3,950,606	2,471,823
Liabilities					
Creditors: Amounts falling due within one year	13	(3,489,129)	(2,922,782)	(3,370,187)	(2,585,107)
Net current assets/(liabilities)		1,693,026	376,858	580,419	(113,284)
Total assets less current assets/(liabilities)		12,637,366	3,294,521	11,454,831	2,704,129
Creditors: Amounts falling due after more than one year	14	(2,464,406)	-	(2,464,405)	-
Defined benefit pension scheme asset	19	-	-	-	-
Total net assets		10,172,960	3,294,521	8,990,426	2,704,129
The funds of the charity					
Restricted Funds	15	189,654	156,879	189,654	156,879
Unrestricted funds					
General fund	16	7,989,108	1,464,158	6,806,574	873,766
Designated funds	16	1,994,198	1,673,484	1,994,198	1,673,484
Total charity funds	19	10,172,960	3,294,521	8,990,426	2,704,129

Approved and authorised for issue on behalf of the Board of Trustees on 23/04/2025



Fiona Cousins
President



Les Copeland

The notes on pages 64 to 86 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

	Note	2024 £	2023 £
Cash inflows from operating activities:			
Net cash provided by operating activities	I	949,146	(570,704)
Net cash flow from investing activities:			
Income from investments		177,537	199,776
Purchase of property, plant and equipment		(8,444,749)	(14,769)
Sale of property, plant and equipment		6,771,000	-
Proceeds from sale of investments		-	-
Purchase of investments		-	-
Net cash used in investing activities		(1,496,212)	185,007
Cash flows from financing activities			
Cash outflows for repayment of borrowing		(5,516)	-
Cash inflows from new borrowing		2,500,000	-
Net cash provided by/(used in) financing activities		2,494,484	-
(Decrease)/Increase in cash in the year	II	1,947,418	(385,697)
Net cash funds at 1 January		1,292,931	1,678,628
Net cash funds at 31 December		3,240,349	1,292,931

Notes to the cash flow statement

I. Reconciliation of net income to net cash flow from operating activities

Net income for the reporting period (as per the Statement of Financial Activities)	6,908,439	386,430
Net loss/(gain) on investments/assets	(6,364,529)	(204,914)
Investment income	(175,537)	(199,776)
Depreciation charges	(50,478)	119,334
Decrease/ (increase) in stocks of publications	14,037	3,757
(Increase) in debtors	50,867	(845,049)
Increase in creditors	566,347	550,657
Increase / (decrease) in pension asset to liability	-	(381,143)
Net cash provided by operating activities	949,146	(570,704)

II. Analysis of changes in net funds excluding term deposits

	At 01/01/2024 £	Cash Flows £	At 31/12/2024 £
Short term deposits (<i>deposited on 24 hour notice</i>)	883,355	760,185	1,643,540
Cash at bank and in hand	409,576	1,187,233	1,596,809
Total cash and cash equivalents	1,292,931	1,947,418	3,240,349

The notes on pages 64 to 86 form part of these financial statements.

1 GENERAL INFORMATION

The Chartered Institution of Building Services Engineers is a charity registered in England and Wales, registration number 278104. It is governed by its Royal Charter and By-laws which were awarded in 1976 and last amended in 2010. The registered office is 91-94 Saffron Hill, London, EC1N 8QP.

2 ACCOUNTING POLICIES

The principal policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) and the Charities Act 2011.

The Chartered Institution of Building Services Engineers meets the definition of a public benefit entity under FRS 102.

2.2 Going concern

Having reviewed the Group's forecasts and cashflow projections, the Trustees believe there to be no material uncertainties about the Group's ability to continue as a going concern. The Trustees believe this will be aided by recent and upcoming changes to regulation within the construction industry, in view of the Group's ability to influence those changes and assist in that transition, alongside significant reductions to the Group's cost base.

The Trustees believe there is adequate cash and liquid investments to meet their liabilities as they fall due for a least a year from the date of the signing of these accounts. As such the Trustees continue to adopt the going concern basis for the preparation of the annual financial statements.

The most significant areas of judgement and key assumptions that affect the items in the financial statements relate to the estimation of the defined benefit pension scheme's assets and liabilities (see Note 2.17 and Note 20).

2.3 Financial statements of the Institution and its trading subsidiaries

The financial statements include the consolidation of CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited (CIBSE Hong Kong Limited), all wholly owned subsidiaries of the Institution.

No separate Statement of Financial Activities has been presented for the Institution. The results of the Institution for the year ended 31 December 2024 are included in Note 17.

2 ACCOUNTING POLICIES (*continued*)

2.3 Financial statements of the Institution and its trading subsidiaries (*continued*)

The Institution has taken advantage of the disclosure exemption permitted by FRS 102 of the requirements of Section 7 Statement of Cash Flows to not disclose a charity-only Statement of Cash Flows.

2.4 Funds

The Institution has divided its funds into categories according to their nature and purpose as follows:

Unrestricted funds

Funds available for the Institution to pursue all of its objectives under its Royal Charter and comprise:

General fund

This represents the undesignated accumulated surpluses from funds available for the general objectives of the Institution.

Designated fund

Funds designated to pursue a particular objective or group of objectives under the Royal Charter and comprise:

Research Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering.

Education Fund

CIBSE established this fund with the objective of raising and designating funds to enable CIBSE to further education in the art, science and practice of building services engineering.

Richard Tully Family Publication Fund

This fund was established by the designation of a gift from Richard E J Tully, with the objective of funding awards to encourage the continued publication of good engineering practice in the profession of building services engineering.

Domestic Building Services Panel Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering for Domestic Heating publications.

Society of Light and Lighting Fund

This fund has the objective of funding the operations of the Society of Light and Lighting Fund.

Ken Dale Fund

This fund was established following receipt of a legacy from past president Ken Dale designated to advance the art, science and practice of building services engineering in his name.

Graham Manly Fund

This fund was established following receipt of a legacy from past president, Graham Manly. The fund has been designated for the use and promotion of Building Services Engineering in schools.

Liz Peck Fund

This fund was established following receipt of a legacy from past Society of Light and Lighting (SLL) president, Liz Peck. The fund has been designated to be used to inspire and educate young adults and those at the earlier stages of their lighting career and will be managed by the SLL.

2 ACCOUNTING POLICIES (continued)

2.4 Funds (continued)

Restricted funds

These funds have been received by the Institution with specific restrictions on their use within the objectives of its Royal Charter and comprised:

Patrons Fund

This fund was formed to provide a base for financing activities of concern to the building services industry as a whole, for which adequate funds were not available within the unrestricted funds of the Institution, and to provide liaison between the Institution and its members with the commercial organisations involved in building services engineering.

2.5 Branches, groups and regions

The activities of branches, groups and regions, together with their assets and liabilities are incorporated within these accounts.

2.6 Income

Subscriptions

Subscriptions due are treated as income for the periods to which they relate. Subscriptions received in respect of future years are carried forward in the financial statements as deferred income until the relevant subscription year.

Legacies

Legacies are included in the Statement of Financial Activities where probate was granted prior to the balance sheet date and a distribution is considered probable and the amount can be reliably estimated.

Donations and grants

Donations are recognised on a cash basis and grants are included in the financial statements when receivable.

Volunteers

CIBSE as an organisation relies heavily on its volunteers to allow it to carry out the wide variety of work that it does, across a range of fields within building services. Attempting to provide such in-depth knowledge for an industry as diverse as building services is an enormous undertaking, and would be impossible without the hundreds of experts who give their time and resources to the Institution and work to remain on the forefront of technology.

Carrying out a variety of roles on a voluntary basis for CIBSE, from contributing to technical papers, to serving on the board and deciding strategy, to helping at events and with media requests, the volunteers give substantial resources at a time when the industry has never been more stretched. However, as it is impractical to place a monetary value on the volunteers' contribution due to the absence of a reliable measurement basis, the contribution of volunteers are not included as income in the financial statements.

Fees received for charitable services

These represent amounts receivable in respect of goods and services during the year, which are recognised when the goods and services are exchanged or service performed.

Investment income and gains

Investment income, including any tax recoverable thereon, is included in the financial statements in the year in which they are receivable. Investment gains and losses are incorporated in the financial statements as they occur. Unrealised gains and losses arising from the valuation of investments, together with any movements in such gains are separately identified within the financial statements.

2 ACCOUNTING POLICIES (*continued*)

2.7 Expenditure

Expenditure is accounted for on an accrual basis and is recognised where there is a legal and constructive obligation to pay for the expenditure.

Charitable expenditure comprises expenses incurred on the defined charitable purposes of the Institution. Cost of raising funds comprises expenses incurred in enhancing and maintaining the public image of the Institution and expenditure incurred in trading activities that raise funds.

Governance costs comprise expenses incurred in the governance of the Institution and its assets and are primarily associated with constitutional and statutory requirements.

Each category includes direct expenses and staff costs, together with an allocation of overhead costs based on a combination of direct staff costs and activity levels.

2.8 Tangible fixed assets

Freehold land is not depreciated. The charity separately identifies the major components of its properties and charges depreciation so as to write down the cost of each component to its estimated residual value on a straight line basis over its expected useful life.

The useful lives are as follows:	Building structure	50 years
	Doors	30 years
	Windows	10 years
<i>Other tangible fixed assets:</i>	Computer equipment	3 - 5 years
	Fixtures & fittings	5 years

2.9 Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Unlisted investments comprise investments in subsidiaries which are measured at cost less impairment.

A source of financial risk faced by the charity is that is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities, particularly currency risk, and within particular sectors or sub sectors.

2 ACCOUNTING POLICIES (*continued*)

2.10 Impairments

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. When the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

2.11 Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

A financial asset is derecognised only when the contractual rights to cash flows expire or are settled, or substantially all the risks and rewards of ownership are transferred to another party, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party. A financial liability (or part thereof) is derecognised when the obligation specified in the contract is discharged, cancelled or expires.

2.12 Stocks

Finished stocks relate to technical publications and are stated at the lower of cost and net realisable value. Cost comprises the price of purchasing, printing, binding and compilation.

2.13 Debtors

Trade and other debtors which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price. Trade debtors are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original term of the contract. Impairment losses are recognised in the statement of financial activities for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in the statement of financial activities.

2.14 Cash at bank and in hand

Cash at bank and in hand include cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit.

2.15 Creditors

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.16 Holiday pay accruals

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the balance sheet date.

2 ACCOUNTING POLICIES (*continued*)

2.17 Pension contributions

The Institution operates a non-contributory pension scheme providing benefits based on final pensionable salary. The assets of the scheme are invested with an insurance company and are totally separate from those of the Institution. This scheme was closed to new members in 1999. The Institution has fully adopted the disclosures set out in section 28 of FRS 102. The difference between the fair value of the assets held in the Institution's defined benefit pension scheme and the scheme's liabilities measured on an actuarial basis using the projected unit method are recognised in the Institution's Balance Sheet as a pension scheme asset or liability as appropriate. The carrying value of any resulting pension scheme asset is restricted to the extent that the Institution is able to recover the surplus either through reduced contributions in the future or through refunds from the scheme.

Changes in the defined benefit pension scheme asset or liability arising from factors other than cash contributions by the Institution are charged to the Statement of Financial Activities in accordance with section 28 of FRS 102. The Institution contributes to a stakeholder pension scheme operated by Aviva and is open to all employees. The annual contribution payments are charged to the Statement of Financial Activities.

2.18 Taxation

The Institution is registered as a charity, registration number 278104, and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

2.19 Foreign currencies

Transactions in foreign currency are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

2.20 Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME

Fees receivable for charitable services for the year is derived from:

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Training delegate fees	73,362	4,350	77,712	93,159	1,100	94,259
Publications	13,039	-	13,039	18,296	-	18,296
Societies sponsorship fees	7,601	-	7,601	1,075	-	1,075
Grants and royalties	142,400	-	142,400	293,261	-	293,261
Sundry	696,772	-	696,772	350,977	-	350,977
	933,174	4,350	937,524	756,768	1,100	757,868

4 INVESTMENT INCOME

Investment income for the year is derived from:

	Unrestricted funds £	Restricted funds £	Total 2024 £	Unrestricted funds £	Restricted funds £	Total 2023 £
Listed investments	66,833	-	66,833	65,538	-	65,538
Cash deposits	110,704	-	110,704	26,238	-	26,238
Defined Benefit Pension Scheme Interest	-	-	-	108,000	-	108,000
	177,537	-	177,537	199,776	-	199,776

Sale of assets

During the year the Group sold the property it had held based in Balham, for a surplus of £6.3m. This surplus was used to purchase the new property in Saffron Hill.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

5 EXPENDITURE

	Staff Direct Costs £	Other Direct Costs £	Staff Support Cost £	Other Support Cost £	2024 Total £	2023 Total £
Expenditure on raising funds						
Trading subsidiary companies	1,560,257	2,179,000	-	-	3,739,257	3,924,260
Expenditure on charitable activities						
Membership	798,028	245,645	1,142,157	999,731	3,185,561	2,724,082
Technical	206,152	356,454	295,050	258,257	1,115,913	493,730
Regional & special interest groups	299,982	635,196	429,342	375,803	1,740,323	1,651,631
Research	75,015	151,002	107,363	93,977	427,357	504,939
Premises Relocation Project	-	-	-	-	-	66,331
	2,939,434	3,567,297	1,973,912	1,727,768	10,208,411	9,364,973

6 SUPPORT COSTS

The support costs have been allocated on the following basis:

Support cost	Basis of allocation	2024 £	2023 £
Administration staff and welfare	Staff costs	1,973,912	1,730,190
Temporary staff, recruitment & consultants	Direct allocation to projects	196,581	75,402
Meeting costs	Direct allocation to projects	129,120	103,860
Office costs	Total number of employees	301,763	113,623
Premises	Area occupied basis	179,151	86,674
Premises Relocation Project	Direct allocation to projects	-	66,331
IT	Direct allocation to projects	460,467	403,759
Legal & professional fees	Direct allocations to projects	167,551	67,501
Depreciation	Direct allocation to projects	89,635	60,615
Bad debt	Actual	(20,696)	13,405
Marketing	Direct allocation to projects	72,260	64,384
		3,549,744	2,785,744
Governance costs	Basis of allocation		
Auditor's remuneration - statutory audit	Direct allocation to projects	40,533	47,653
AGM & annual report cost	Direct allocation to projects	46,030	62,272
Board costs	Direct allocation to projects	65,371	-
Trustees expenses	Direct allocation to projects	19,127	34,605
		171,061	144,530

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

7 STAFF COSTS

	2024	2023
	£	£
Wages and salaries	3,867,490	3,598,861
Training, travel and recruitment	213,133	299,361
Temporary staff and agency fees	152,413	92,808
Social security costs	433,510	411,017
Pension costs:		
Defined contribution pensions	246,799	231,863
	<u>4,913,345</u>	<u>4,633,910</u>

The average number of employees during the year, who were all engaged in the activities of the Institution and its subsidiaries, was:

70 67

The key management personnel of the parent charity, the Institution, comprise the Trustees, the Chief Executive Officer and the senior management team. Total employee benefits of key management personnel for the year under review were £1,158,199 (2023: £898,842). No Trustee received remuneration in 2024 or 2023.

None of the Institution's wholly-owned subsidiaries employ staff directly. As a result, the key management personnel and their aggregate employee benefits for the group is the same as the Institution as disclosed above.

The number of employees earning total emoluments of £60,000 or more:

£60,001 to £70,000	5	7
£70,001 to £80,000	1	2
£80,001 to £90,000	3	2
£90,001 to £100,000	2	-
£100,001 to £110,000	2	2
£110,001 to £120,000	1	-
£120,001 to £130,000	2	1
£190,001 to £200,000	1	-
£250,001 to £260,000	1	2

Contributions in the year for provision of the pension schemes in respect of key senior management personnel amounted to £74,088 for 9 staff (2023: £42,517 for 5 staff).

During the year, one termination payment of £28,972 was made (2023: £nil.)

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

8 TANGIBLE FIXED ASSETS

Group	Freehold Property	Computer Equipment	Furniture & Equipment	Total
	£	£	£	£
Cost				
Balance at 1 January 2024	465,179	1,253,839	294,735	2,013,753
Additions	8,158,022	124,400	162,327	8,444,749
Disposals	(465,179)	-	(66,246)	(531,425)
Balance at 31 December 2024	8,158,022	1,378,239	390,816	9,927,077
Accumulated depreciation				
Balance at 1 January 2024	171,062	952,335	263,896	1,387,293
Charge for the year	9,138	122,925	8,674	140,737
Disposals	(173,224)	-	(17,991)	(191,215)
Balance at 31 December 2024	6,976	1,075,260	254,579	1,336,815
Net book value				
At 31 December 2024	8,151,046	302,979	136,237	8,590,262
At 31 December 2023	294,117	301,504	30,839	626,460

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

9 TANGIBLE FIXED ASSETS (*continued*)

Institution	Freehold Property £	Computer Equipment £	Furniture & Equipment £	Total £
Cost				
Balance at 1 January 2024	465,179	599,962	290,054	1,355,195
Additions	8,158,022	106,255	162,327	8,426,604
Disposals	(465,179)	-	(66,246)	(531,425)
Balance at 31 December 2024	8,158,022	706,217	386,135	9,250,374
Accumulated depreciation				
Balance at 1 January 2024	171,062	398,218	259,709	828,989
Charge for the year	9,138	74,699	8,432	92,269
Disposals	(173,224)	-	(17,990)	(191,214)
Balance at 31 December 2024	6,976	472,917	250,151	730,044
Net book value				
At 31 December 2024	8,151,046	233,299	135,984	8,520,330
At 31 December 2023	294,117	201,745	30,345	526,206

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

10 FIXED ASSETS INVESTMENTS

	Group		The Institution	
	2024	2023	2024	2023
	£	£	£	£
Balance as at 1 January	2,291,203	2,086,289	2,291,207	2,086,293
Purchase of units	-	-	-	-
Sale of units	-	-	-	-
Net gains on investments				
Gains on sale of investments	-	-	-	-
Net (loss)/ gain on revaluation at 31 December	62,875	204,914	62,875	204,914
	-----	-----	-----	-----
Balance as at 31 December	2,354,078	2,291,203	2,354,082	2,291,207
	-----	-----	-----	-----
Investments are made up of:				
Listed investments	2,354,078	2,291,203	2,354,078	2,291,203
<u>Trading subsidiaries:</u>				
100% interest in CIBSE Services Limited	-	-	2	2
100% interest in CIBSE Certification Limited	-	-	2	2
100% interest (100% Group / 50% The Institution) in The Chartered Institution of Building Services Engineers Hong Kong Limited	-	-	-	-
	-----	-----	-----	-----
	2,354,078	2,291,203	2,354,082	2,291,207
	-----	-----	-----	-----
The historical cost of listed investments are:				
Listed Investments cost at 1 January	2,243,476	2,243,476	2,243,476	2,243,476
Less: sale of units	-	-	-	-
Add: Purchase of units	-	-	-	-
	-----	-----	-----	-----
Listed Investments cost at 31 December	2,243,476	2,243,476	2,243,476	2,243,476
	-----	-----	-----	-----

The listed investments are managed on behalf of the Institution by CCLA Investment Management Limited.

The significance of financial instruments to the ongoing financial sustainability of the Institution is considered in the investment powers section of the Trustees' Annual Report. The basis of fair value for listed investments is equivalent to the market value, using the mid-market price.

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS

The Trustees of the Institution are the members of Board, who are drawn, from time to time, from the membership of the Institution. No member of Board received any remuneration or benefits-in-kind for their duties as Trustees (2023: Nil).

Members of the Board of Trustees are reimbursed for travelling and other expenses whilst engaged on the activities of the Institution.

	2024	2023
	£	£
Reimbursements were made as follows:		
Reimbursed to 10 Trustees (2023: 12 Trustees)	19,127	35,426
	-----	-----

Under the terms of the Royal Charter & Bylaws, the Institution is empowered to make reasonable and proper payments to members for services actually rendered to the Institution. This power includes Trustees, in their capacity as members of the Institution. In their capacity as members of the Institution, Trustees are obliged to pay annual subscriptions due to the Institution and are entitled to take advantage of the services offered by the Institution and its subsidiary company, on the same terms offered to all members, or to the general public. Where members or their connections provide services to, or utilise any other services or facilities of the Institution, the amounts paid to or charged by the Institution are based on either:

- Standard rates paid by the Institution to members and non-members alike, for services such as lecturing or interviewing of candidates; or
- Rates negotiated on behalf of the Institution, independently of the member involved, by the Board, or their delegated committee, based on competitive tenders or general commercial rates.

During the year, the Institution is aware that payments have been made by the Institution for commercial services provided to it, or charges made by the Institution for utilising other services or facilities of the Institution, by certain Members of the Board of Trustees, or their connections, as follows:

During 2024, there was £5,265 paid to a Trustee, Vincent Arnold, for speaker fees in relation to training on the Building Safety Act (2023: £7,410 paid to Vincent Arnold for speaker fees in relation to the Building Safety Act).

As at 31 December 2024, CIBSE owed £73,743 to the CIBSE Benevolent Fund Trust (2023: CIBSE owed £49,704), a related party by virtue of the Fund's objectives to provide support to members or former members of CIBSE and their immediate dependants of such persons. The following transactions took place during the year:

	2024	2023
	£	£
Administration fee charged to the Benevolent Fund	2,884	2,884
Payments made on behalf of the Benevolent Fund		
Expenses	2,107	1,576
Grants	-	1,100
Amounts received on behalf of the Benevolent Fund		
Donations	46,473	26,632

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS CONTINUED

As at 31 December 2024, CIBSE owed £604,760 to CIBSE Services Ltd (2023: CIBSE owed £333,069), a related party as a wholly owned subsidiary. The following transactions took place during the year:

	2024	2023
	£	£
Amount received under gift aid from Services	471,622	654,956
Overheads recharged to Services	252,132	153,750
Amount paid to Services for development and content of the Knowledge Portal	184,415	180,061
Amount received for staff costs	1,560,257	1,177,179

As at 31 December 2024, CIBSE was owed £496,416 from CIBSE Certification Ltd (2023: CIBSE was owed £632,598), a related party as a wholly owned subsidiary. The following transactions took place during the year:

	2024	2023
	£	£
Amount received under gift aid from Certification	48,454	71,479
Overheads recharged to Certification	84,044	43,658
Amount received for staff costs	441,190	392,825

As at 31 December 2024, there was no outstanding balance with CIBSE Hong Kong Ltd (2023: balance was also Nil), a related party as the Institution is an ultimate controlling party. The following transaction took place between the parties during the year:

	2024	2023
	£	£
Annual regional grant paid to CIBSE Hong Kong Limited	56,074	41,085

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

12 DEBTORS

	Group		The Institution	
	2024	2023	2024	2023
	£	£	£	£
Trade debtors	1,089,301	1,430,387	490,888	748,131
Amounts owed by group undertakings	-	-	496,416	546,475
Prepayments and accrued income	415,231	453,313	196,719	245,123
Other debtors	428,402	100,101	302,234	31,976
	-----	-----	-----	-----
	1,932,934	1,983,801	1,486,257	1,571,705
	-----	-----	-----	-----

13 CREDITORS: AMOUNTS DUE WITHIN ONE YEAR

	Group		The Institution	
	2024	2023	2024	2023
	£	£	£	£
Trade creditors	206,809	287,413	140,776	186,546
Amounts owed to group undertakings	-	-	639,893	285,549
Accruals	363,703	150,398	263,644	87,623
Deferred income: amounts received in advance for subscriptions & services	2,249,669	1,972,702	1,777,039	1,612,125
Taxation and social security	108,285	101,400	30,930	50,173
Other creditors	522,183	410,869	479,425	363,091
Loans due within one year	38,480	-	38,480	-
	-----	-----	-----	-----
	3,489,129	2,922,782	3,370,187	2,585,107
	-----	-----	-----	-----

Deferred income

At 1 January	1,972,702	1,332,142	1,612,125	1,063,014
Amounts released to income	(1,972,702)	(1,332,142)	(1,612,125)	(1,063,014)
Amount deferred in the year	2,249,669	1,972,702	1,777,039	1,612,125
	-----	-----	-----	-----
At 31 December	2,249,669	1,972,702	1,777,039	1,612,125
	-----	-----	-----	-----

14 CREDITORS: AMOUNTS GREATER THAN ONE YEAR

	Group		The Institution	
	2024	2023	2024	2023
	£	£	£	£
Loans due great than one year	2,464,406	-	-	-
	-----	-----	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

15 RESTRICTED FUNDS – Group

Current Year	Movement in Funds				Balance at 31 December 2024
	Balance at 1 January 2024	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	156,879	66,565	(33,790)	-	189,654
	-----	-----	-----	-----	-----
	156,879	66,565	(33,790)	-	189,654
	-----	-----	-----	-----	-----

Prior Year	Movement in Funds				Balance at 31 December 2023
	Balance at 1 January 2023	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	153,529	57,890	(54,540)	-	156,879
	-----	-----	-----	-----	-----
	153,529	57,890	(54,540)	-	156,879
	-----	-----	-----	-----	-----
See Note 2.4 for description of funds					

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

16 UNRESTRICTED AND DESIGNATED FUNDS – Group

Current Year

	Movement In Funds				
	Balance at 1			Net of	Balance at 31
	January			investments gain	December
	2024	Income	Expenditure	& pension	2024
	£	£	£	scheme	£
				movement	
Research Fund	393,355	295,064	(106,996)	-	581,423
Education Fund	64,177	2,315	(433)	-	66,059
Richard Tully Family Publication Fund	150,997	5,485	-	-	156,482
Domestic Building Services Panel Fund	357,427	78,730	(10,633)	-	425,523
Society of Light and Lighting	471,981	223,535	(176,785)	-	518,731
Ken Dale Fund	105,877	3,701	-	-	109,578
Graham Manly Fund	90,974	2,885	2,454	-	96,313
Liz Peck Fund	38,696	1,400	(7)	-	40,089
	-----	-----	-----	-----	-----
Designated Funds	1,673,484	613,115	(292,400)	-	1,994,198
General Fund	1,464,158	16,849,000	(7,806,924)	(2,517,125)	7,989,108
	-----	-----	-----	-----	-----
Unrestricted Funds	3,137,641	17,462,114	(8,099,324)	(2,517,125)	9,983,306
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

Prior Year

	Movement In Funds				
	Balance at 1			Net of	Balance at 31
	January			investments gain	December
	2023	Income	Expenditure	& pension	2023
	£	£	£	scheme	£
				movement	
Research Fund	292,228	417,597	(316,470)	-	393,355
Education Fund	63,273	1,335	(431)	-	64,177
Richard Tully Family Publication Fund	147,856	3,141	-	-	150,997
Domestic Building Services Panel Fund	315,100	83,947	(41,620)	-	357,427
Society of Light and Lighting	402,270	223,592	(153,881)	-	471,981
Ken Dale Fund	107,365	2,202	(3,690)	-	105,877
Graham Manly Fund	89,868	1,892	(786)	-	90,974
Liz Peck Fund	39,796	805	(1,905)	-	38,696
	-----	-----	-----	-----	-----
Designated Funds	1,457,756	734,511	(518,783)	-	1,673,484
General Fund	1,677,948	8,754,088	(8,791,649)	(176,229)	1,464,158
	-----	-----	-----	-----	-----
Unrestricted Funds	3,135,704	9,488,599	(9,310,432)	(176,229)	3,137,642
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

17 RESULTS OF THE INSTITUTION

	2024	2023
	£	£
Total income	6,476,996	5,958,088
Total expenditure	(6,525,228)	(5,481,799)
	-----	-----
Net income before gains on investments	(48,232)	476,289
Net gains on investments	62,875	204,914
	-----	-----
Net income after gains on investments	14,643	681,203
Actuarial gain /(loss) on defined benefit pension scheme	(30,000)	(381,142)
Profit on disposal of assets	6,301,654	-
	-----	-----
Net movement in funds	6,286,296	300,061
	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

18 TRADING SUBSIDIARIES

The Group has three wholly owned subsidiaries, CIBSE Services Limited (company registered no. 03645473) and CIBSE Certification Limited (company registered no. 06083016), which are both incorporated in the UK and The Chartered Institution of Building Services Engineers Hong Kong Limited, which is incorporated in Hong Kong. CIBSE Services Limited and CIBSE Certification Limited carry out various activities in pursuance of the charitable aims of the Institution and operates various commercial activities. CIBSE Services Limited and CIBSE Certification Limited donate their taxable profit to the Institution. The principal activities of The Chartered Institution of Building Services Engineers Hong Kong Limited are the provision of conferences and exhibition services.

A summary of the trading results and net assets of the subsidiaries for the reporting year are shown below. Audited accounts for all of the subsidiaries are filed with their respective Registrars.

	CIBSE Services Limited	CIBSE Certification Limited	CIBSE HK Limited
	£	£	£
Turnover	3,988,620	1,027,902	158,100
Cost of sales	(2,217,972)	(764,766)	(174,274)
Administration expenses	(801,249)	(123,350)	-
Operating profit	969,399	139,786	(16,174)
Interest receivable	13,029	-	-
Net profit/(loss) before gift aid	982,428	139,786	(16,174)
The aggregate of the assets, liabilities and funds was:			
Fixed assets	68,243	1,433	256
Net current assets/(liabilities)	966,244	99,735	46,621
Net assets	1,034,487	101,168	46,877
Funds			
Called up share capital	2	2	-
Reserves	1,034,485	101,166	46,877
	1,034,487	101,168	46,877

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

19 ANALYSIS OF CONSOLIDATED NET ASSETS BETWEEN FUNDS

Current Year

	General Funds	Designated Funds	Restricted Funds	Total 2024
	£	£	£	£
Fund balances				
Fixed assets	8,590,262	-	-	8,590,262
Investments	2,354,078	-	-	2,354,078
Net current assets/(liabilities)	(2,955,232)	1,994,198	189,654	(771,380)
Net assets excluding pension scheme asset	7,989,108	1,994,198	189,654	10,172,960
Defined benefit pension scheme asset	-	-	-	-
Net assets including pension scheme asset	7,989,108	1,994,198	189,654	10,172,960

Prior Year

	General Funds	Designated Funds	Restricted Funds	Total 2023
	£	£	£	£
Fund balances				
Fixed assets	626,460	-	-	626,460
Investments	2,291,203	-	-	2,291,203
Net current (liabilities)/assets	(1,375,908)	1,595,887	156,879	376,858
Net Assets excluding pension scheme liability	1,541,755	1,595,887	156,879	3,294,521
Defined benefit pension scheme asset	-	-	-	-
Net assets including pension scheme liability	1,541,755	1,595,887	156,879	3,294,521

20 CIBSE PENSION SCHEMES

CIBSE operates both a defined contribution and a defined benefit pension scheme which require contributions to be made separately to administered funds for the benefit of the employees. The defined contribution scheme was opened in November 2001 and employer contribution commenced in April 2007.

Final salary pension scheme

The defined benefit scheme has been reported under section 28 of FRS 102. The most recent actuarial valuation was at 1 April 2020 and it showed that the market value of the scheme's assets was £4,258,000.

The Trustees and the employer agreed to additional employer contributions of £150,000 p.a. until the Funding Valuation shortfall is addressed. This year only £30,000 was paid as the shortfall has been covered.

The number of employees in the scheme at the year end were:

	2024	2023
Active employees	-	-
Deferred pensioners	13	13
Pensioners	24	28

The financial assumptions used by the actuary to calculate the scheme liabilities under FRS 102 were as follows:

	2024	2023
Rate of increase in salaries	n/a	n/a
Rate of increase in pensions in payments accrued before 6 April 1997	3.0%	3.0%
Rate of increase in pensions in payments accrued after 6 April 1997	3.0%	3.0%
Discount rate	5.5%	4.7%
Retail price inflation	3.2%	3.1%

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

20 CIBSE PENSION SCHEMES (*continued*)

	2024 £'000	2023 £'000
<i>Analysis of the amount charged to expenditure</i>		
Current service cost	-	-
Total service cost	-	-
<i>Net interest costs</i>		
Interest income on plan assets	248	251
Interest expense on defined benefit obligation	(132)	(143)
Net return	116	108
Total pension costs charged to the Statement of Financial Activities	116	108
<i>Analysis of the actuarial loss recognised in the Statement of Financial Activities</i>		
Actual return on plan assets, excluding interest income	(105)	223
Experience gains and losses arising on the scheme liabilities	16	15
Changes in assumptions underlying the present value of the scheme liabilities	59	(47)
Effect of asset ceiling	-	(572)
Total actuarial gain recognised in the Statement of Financial Activities	(30)	(381)
<i>Analysis of the pension accounting information under FRS 102 is shown below</i>		
<i>Amount recognised in the Balance Sheet</i>		
Present value of defined benefit obligation	(2,789)	(2,893)
Fair value of plan assets	5,339	5,328
Net defined benefit asset	2,550	2,435
Effect of asset ceiling	(2,550)	(2,435)
Recognised defined benefit asset	-	-
<i>Change in defined benefit obligation</i>		
Defined benefit obligation at beginning of period	(2,893)	(2,907)
Current service costs	-	-
Interest expenses	(132)	(143)
Remeasurement arising from changes in assumptions	58	(47)
Remeasurements arising from experience	16	15
Benefits paid	162	189
	(2,789)	(2,893)

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2024

20 CIBSE PENSION SCHEMES (*continued*)

	2024 £'000	2023 £'000
<i>Change in plan assets</i>		
Assets at beginning of year	5,328	4,833
Interest income	248	251
Actual return on plan assets, excluding interest income	(105)	223
Employer contributions	30	210
Benefits paid	(162)	(189)
	-----	-----
Assets at end of year	5,339	5,328
	-----	-----
Actual return on assets	143	474
Asset class split		
	2024	2022
Equities	0%	67%
Property	0%	11%
Corporate Bonds	39%	6%
Gilts	41%	11%
Cash	17%	2%
Annuities	3%	3%
	-----	-----
	100%	100%
	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

England & Wales - Charity number 278104

Accounts



THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023**

Charity No. 278104

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Our Vision

Better performing buildings for society and the environment.

Our Mission

To advance and promote the art, science and practice of building services engineering, to invest in education and research, and to support our community of built environment professionals in their pursuit of excellence.

Our Values

We lead

We are a trusted authority on the present and future challenges facing the built environment; we use our collective expertise and influence to champion the best and most innovative solutions with rigour and integrity.

We empower

We give people knowledge, training and networking and a pathway to professional registration so their work will have a meaningful impact.

We champion

We are vocal and visible in our drive to improve the performance, safety, health and sustainability of the built environment, and we support and celebrate the talented people who make it happen.

We inspire

We are passionate about the quality of the built environment, and we encourage committed people, from every background, to join our community.

President's message

It has been an extraordinary year for CIBSE. The outputs and achievements detailed in this Annual Report are a testament to our collective passion and drive to support our members, industry and wider society in ensuring our buildings are fit for purpose, safe and sustainable. It is imperative that we help move the built environment from being a significant contributor to global emissions to being an exemplar of how to reduce them, and I see CIBSE as being central to helping its members achieve this. In my Presidential Address, I called on each one of us to step forward with solutions and commit to taking a lead. I have been overwhelmed with the response to this call to action and can already feel the momentum.

The core message of my Presidency was to 'take the lead', linking directly to CIBSE's values. We collectively need to be at the forefront, both of innovations and in role modelling and mentoring those who will continue to drive this change after we retire. I particularly see this in relation to three key areas: net zero and the drive for climate resilience, competence, and skills. In 2023 CIBSE has driven all these forward.

Net zero and climate resilience

CIBSE's knowledge and expertise is respected and referenced worldwide. Its technical contributions to critical developments in setting standards for achieving better building performance and its ongoing activities on net zero carbon are central to the drive for a more sustainable future. This year, CIBSE's guidance has been at the forefront of the industry drive on net zero building performance. CIBSE's TM65: *Embodied carbon in building services: a calculation methodology*, published in 2021 and the only methodology for calculating embodied carbon in building services equipment, has enjoyed wide focus, and is driving industry to take leaps in evaluating embodied carbon emissions in building services design alongside operational carbon emissions.

During my visits to the CIBSE Regions across the world, and perhaps most notably Hong Kong, and UAE for the United Nations Climate Change Conference, COP28, I witnessed first-hand the huge respect CIBSE's guidance commands, and the significant interest in TM65 in particular. Over the year CIBSE published a guide to adapting TM65 to local use (TM65LA) and has worked with various regions to produce local versions for Australia and New Zealand, and UAE/MENA. The ongoing collaboration with its regional centres in Hong Kong, UAE and Australia and New Zealand will enable further CIBSE titles to be adapted and translated, setting local standards and policies for operational excellence.

The award-winning projects showcased at the 2023 CIBSE Building Performance Awards were a clear example of what can be achieved with thought and passion. The innovations across the range of projects provide benchmarks for the rest of the industry. The Welsh School of Architecture and Cardiff University retrofit project, which was named Building Performance Champion of the Year, saw the team design, procure, install and commission whole-house energy systems for a range of social housing across South and West Wales, and was an exceptional example of what can be achieved through strong team working and drive. The awards judges said the project was "an exemplar project, demonstrating true collaboration with multiple stakeholders on a challenging

President's message (continued)

Net zero and climate resilience (continued)

retrofit". Retrofitting existing building stock for energy efficiency is one of the UK's most challenging issues, and the learnings from this collaboration will have far-reaching impacts.

We must also look at our own house, and ensure we are doing what we can to lead the change, and not only celebrating others' successes. CIBSE has not taken this responsibility for granted and the update of its Climate Action Plan in 2023 includes pledges to: introduce mandatory CPD on sustainability and building safety for members from 1 January 2024, continue involvement with the Net Zero Carbon Buildings Standard, and continue to develop our guidance and training offering on net zero carbon buildings.

Many of you will also have read about our decarbonisation journey which we are embarking on through the adoption of modest and pragmatic initiatives for our relocation project to central London. These are exciting times for CIBSE.

Competence

The need to ensure we have the competence and expertise to deliver on our climate targets is crucial. Over the year, CIBSE continued to disseminate key aspects of the building safety review, informing members of changes and key requirements and responsibilities of those working in the industry. CIBSE's Golden Thread conference series has been central to bringing this message to people, with events held in both London and Scotland.

CIBSE Journal has also been central in helping spread key technical updates and information, supporting CIBSE's rapid response to various new regulations in August with the publication of a series of articles, by Dr Hywel Davies, well ahead of any other trade publication. The Journal is an incredible industry resource, and so I was delighted to present Alex Smith, *CIBSE Journal* editor, with a President's Commendation in recognition of his dedication and commitment as editor over the past 11 years.

The publication of the update to CIBSE Guide M: *Maintenance, engineering and management*, in 2023, was also an important step in supporting members in the operation of buildings and a key tool to ensure competence. It contains all the information needed for the successful operation of a building's services, while ensuring buildings are safe and optimised for energy performance, and has a focus on controls, competence and energy and wellbeing. This has been a huge undertaking and I commend all the volunteers involved in updating this 'maintenance bible'.

CIBSE has also reinforced its commitment to ensuring the competence of its members in relation to the core areas of building safety and sustainability, with the introduction of mandatory CPD in these areas for all corporate members, from 1 January 2024. These are central to the work that we all carry out each day, and so should already form part of each member's professional development journey.

Skills

As well as ensuring the continued competence of our existing workforce, we need to ensure that we have a strong, talented cohort entering our industry. Our Young Engineers Awards once again

President's message (continued)

Skills (continued)

highlighted what a wealth of new talent we have, and I was delighted to see the expansion of these awards to include the Undergraduate Award. Every young engineer shortlisted across the four categories – two for Apprentice of the Year, Undergraduate of the Year and Graduate of the Year – demonstrated a passion and drive to be part of an industry that is shaping and changing the way we build and retrofit our building stock.

For these young people to reach their full potential and for the industry to benefit the most from them, they need support, nurturing and mentoring. The employers shortlisted for the Employer of the Year Awards do just that, and provide a clear example of exactly what it takes to create the stars of tomorrow. Both the employers and the young engineers present on the night embodied my mantra of taking the lead.

This leads to getting people interested in the industry at a younger age. The Graduate of the Year winner, Francesca James, hit the nail on the head when she said young people, when considering careers, are looking for those which have a long-term benefit to society, work for a greater cause, and have a positive impact on the community. Our industry is a direct fit to these aspirations, but we need more early engagement with potential engineers in schools and colleges to make them aware. It was exactly this that motivated me to launch the STEM Ambassador programme at the start of my presidential year. The STEM programme connects professionals to schools and colleges and aims to inspire students with insights into building services, encouraging the next generation of engineers who will ultimately deliver the net zero agenda and secure their own inheritance. I am delighted with the progress we have already made in such a short time, and we now have 158 STEM Ambassadors signed up.

It is equally vital that we continue to support people throughout their careers, and to assist with this ongoing learning and development, and in recognition of the value of peer-to-peer learning, CIBSE launched the CIBSE Mentor platform in 2023. Mentoring's ability to empower individuals, enhance skills and foster career advancement presents an opportunity for both mentors and mentees to engage in a relationship that propels professional and personal growth. You don't have to look any further than those recipients of the Gold, Silver and Bronze medals at the President's Awards Dinner to see just what a wealth of experience we have, and I would encourage you all, wherever you are on your career path, to consider getting involved.

It has not only been an incredible year for CIBSE, but also a truly rewarding one for me as President. I have been very fortunate to have visited so many Regions, both in the UK and worldwide, and to have met so many dedicated members. I would like to thank everyone who has contributed –volunteers and staff – for all their hard work, dedication and inspiration.

Together we really are 'taking a lead'.

Chief Executive Officer's message

I am delighted to report that 2023 has been another exceptional year for CIBSE. We have seen outstanding results across all areas of the Institution from growth in membership numbers, increased engagement, high volumes of knowledge and guidance, and a strong performance from our commercial businesses.

Increasing CIBSE's reach is one of the key priorities in our five-year strategy and so I am delighted that membership numbers saw a strong growth and are the highest that CIBSE has ever seen. This has been underpinned by a proactive strategy to attract new members, reflecting our wider reach and influence, coupled with a retention rate of existing members at 89% - our highest result since records began. The success we have witnessed this year in reaching these numbers is through the hard work of our volunteers and CIBSE staff, as well as the outstanding outreach we have undertaken to raise our profile and reputation globally. This growth is partly driven by CIBSE being able to award professional registration, and in 2023 we not only saw more members take the route to Chartership through CIBSE than ever before, but we also successfully passed our Engineering Council audit with the renewal of our license for the next five years.

These positive results are mirrored across the organisation, not least in our Technical and Knowledge Departments. CIBSE Guides are at the heart of what we do and with the support of many of our volunteers, we produced an impressive 22 new or updated guides this year. The launch of the new Guide M in September, alongside TM65 and CIBSE's role in developing the UK Net Zero Carbon Buildings Standard, are all examples of the proactive role CIBSE continues to play in supporting its members to take a lead on delivering better building performance. We have also seen our non-UK influence and guidance increase with TM65 being adapted and adopted in the US, Canada, Mexico, Australia, New Zealand, the UAE and beyond.

Commercially we have gone from strength to strength with our events, including Build2Perform Live, the Building Performance Awards, and the Young Engineers Awards, all breaking records for the volume of entries. The CIBSE ANZ Awards, CIBSE Hong Kong Technical Symposium and the UAE Awards also delivered strongly and saw year-on-year growth demonstrating our international credentials and influence. Our training activities enjoyed some of the highest attendee numbers in recent years, with over 1,680 delegates attending across four continents. The new Learning Management System saw 1,740 enrolments, providing delegates with easier and more efficient access to on-demand training courses.

Revenues have remained strong and exceed our highest pre-pandemic figures by 25%. Crucially, much of this uplift in revenue has been reinvested into the organisation, enabling CIBSE to deliver increased activities and importantly, bringing an agility to react to industry demands and opportunities, as demonstrated with the UK Net Zero Carbon Buildings Standard. Ultimately, this means we can produce more output and deliver better value to our members.

Our Technical Department has seen significant funding and growth to reflect the increased breadth and activity in this area and we have invested more in this department and its activities than ever before. Our technical skills and knowledge are differentiators in the market and are the foundations of CIBSE's strength in promoting and driving better building performance.

Chief Executive Officer's message (continued)

A huge focus for the year has been strengthening our relationships, impact and reach across the globe and connecting with our international regions. In 2023, I am delighted to have spent time with CIBSE members in Hong Kong, Ireland, UAE, New Zealand and Australia. It has been an honour to meet the local committees and volunteers and work more closely with them to increase our support of their objectives and priorities. What these visits demonstrated was that the energy, enthusiasm and loyalty across our volunteer networks extend to every corner of the world. We recognise the unique differences but also celebrate the significant synergies across our regions and I would like to personally thank everyone who so warmly welcomed our delegations and made the time to meet with us. We will continue to strengthen our global impact in 2024 and, with the growth of our Membership Department, we can provide even better support for our members wherever they are located.

Throughout my travels, it has been deeply rewarding to learn how well respected CIBSE is across the world. This was especially apparent during my visit to UAE with CIBSE President Adrian Catchpole, for COP28 – a personal highlight of the year for me. I cannot emphasise enough what a privilege it was to speak for CIBSE and for us to be recognised on a global stage. CIBSE's presence was entirely appropriate, and I was encouraged again by the reputation of our technical expertise and guidance. To quote one leader I spoke to at COP: *"CIBSE is focused and agile, but its reach and influence are globally impressive."*

CIBSE's relocation of its Head Office into central London is progressing well. We strive to find a new central location for our staff and visiting members, but we also need to find somewhere that reflects CIBSE's values and best practices. No easy task. I am excited about the opportunities the move will present for CIBSE, and confident that a new home will invigorate and energise us to meet the Institutions ambitious plans. I will keep you updated on progress during 2024.

I would like to conclude with thanking all our volunteers, members and staff for the role they have played in delivering another outstanding year for CIBSE. Without our members and strong volunteer network, we are nothing. I cannot express enough my appreciation for the dedication, commitment and force that drives CIBSE's agenda each and every day. Our foundations remain strong, but our vision and strategy are exciting and inspirational. I look forward to seeing these delivered in 2024 and beyond.

Our values

We lead

CIBSE is at the forefront of re-engineering the built environment for a changing climate and is recognised globally for its reputation in promoting excellence and championing best practice to drive improved performance, safety, health, and sustainability in the built environment.

Building services are key to keeping building users as safe and comfortable as possible, promoting occupant health and wellbeing, minimising the impact of buildings on the environment during construction and use, and driving improved performance and productivity.

Our involvement in government level discussions and consultations makes us a strong champion for better standards and enforcement, driving buildings that are safe and fit for purpose.

We empower

CIBSE empowers both our members and those who own, operate and occupy buildings through the sharing and dissemination of knowledge and training. We enable people to access the skills and knowledge they require to fulfil their potential, demonstrate their competence and serve society.

Knowledge sharing is one of CIBSE's primary roles in the built environment. Working with the industry and its clients, CIBSE serves wider society by developing and publishing internationally recognised guidance and codes.

This knowledge provides authoritative guidance for the design, installation, operation and maintenance of engineering services in buildings. It enables engineers to keep up to date with best practice in technology and standards and supports the implementation of policies to improve safety, comfort and productivity of buildings and reduce their carbon emissions.

We champion

CIBSE supports and champions the diversity, breadth and strength of its membership. Membership is a mark of professional development and, through its corporate grades of membership and route to registration, CIBSE accredits competence, which can be widely and reliably recognised.

CIBSE champions the skills and experience of our members, raising their profile and giving prominence to the best engineers who value good building performance and building safety and are committed to net zero.

Diversity of CIBSE's membership is central to achieving these goals. CIBSE delivers the greatest benefit to society when its knowledge is drawn from the full spectrum of people and disciplines which form its membership.

Our values (continued)

We inspire

We inspire our community and wider society to strive for better and safer building performance.

Our monthly *CIBSE Journal*, the annual Building Performance Awards, Technical Symposium and Build2Perform Live all serve to raise wider public awareness of what we do and the importance of building services engineering to society. In addition, our Societies, Regions and Groups run hundreds of events during the year, and together these many and varied activities, maximise the impact of the work CIBSE does and demonstrate the breadth, scope and impact of building services engineering in its broadest sense, to a highly diverse and worldwide audience.

Demonstrating the importance of building safety, good building performance and the link with good building services engineering reinforces the message that the effective operation of the built environment is crucial to many areas of public life.

Inspiring others to choose engineering as a career is essential if we are to meet our net zero goals and successfully respond to climate change. We encourage committed people from every background and aim to attract as broad a range of new engineers as possible.

We lead

Our Royal Charter establishes the role of the Institution to support ‘the art, science and practice of building services engineering by providing the public and our members with first class information and education services.’ A primary purpose for CIBSE is, therefore, as a leading provider of authoritative guidance on the principles and practices of building safety and performance. CIBSE guidance enables engineers to keep up to date with the latest requirements and professional solutions to meet their clients’ needs and comply with regulations relating to engineering competence. We operate in a fast-changing professional landscape, requiring digital delivery of knowledge and training. Our technical expertise is an important aid in developing this guidance, contributing to, and reviewing, new or updated documents.

The growing pace of technical and regulatory change in response to climate change is driving rapid development and the updating of CIBSE guidance to support the decarbonisation of the built environment. CIBSE released a number of new titles in 2023, including addenda to TM65 on embodied carbon.

The regulatory changes now being implemented in response to the Grenfell Tower tragedy and the Building Safety Act, represent the most fundamental reform of the building safety and control system since the Second World War. CIBSE is closely involved in the development of the new regime, particularly relating to the competence of engineers and the adoption of better information management processes in the industry.

Given the impact of buildings on everyone’s lives, our response to the changing climate and its consequences and to the building safety regime are absolutely central to the role of the Institution and our delivery of benefit to society.

CIBSE uses its knowledge and influence to benefit its members, the wider industry and the public good, improving awareness and understanding and promoting compliance and best practice.

The Technical Team supports and advises on technical activities across the Institution by:

- Delivering the technical programmes for the annual Technical Symposium and Build2Perform Live, and providing technical content for guidance, training and marketing. In 2023, it also delivered the technical content for two Golden Thread events in June and September
- Providing technical expertise to inform the CIBSE position on regulations and policy, as well as informing membership requirements in support of the building safety reforms, adding value to CIBSE membership and enhancing CIBSE's impact and public benefit more widely to support our charitable objectives
- Managing the CIBSE research programme, contributing to the development of new guidance, particularly in support of the zero carbon agenda, and updating existing guidance
- Representing CIBSE on British, European and international standards committees in the built environment, fire and lighting sectors, sitting on the strategic committees for these sectors, providing advice to British Standards Institution (BSI) on future standards development policy and seeking to maintain the role of CIBSE guidance in the sector.

We lead (continued)

Building Safety Act 2022

The provisions contained in the Building Safety Act continue to be enacted by means of secondary legislation. In August 2023, secondary legislation was published and came into force on 1 October 2023, introducing significant changes across all controlled building works in terms of dutyholders and competence, and additional requirements for higher-risk buildings. This work area is expected to remain a key focus in 2024 and beyond.

CIBSE continues to work with officials in the Department for Levelling Up, Housing and Communities (DLUHC) and the Building Safety Regulator within the Health and Safety Executive (HSE) on the development of secondary legislation and guidance, and on the further development of building regulations. When the legislation was published in August 2023 to implement Parts 3 and 4 of the Building Safety Act, the content was rapidly analysed by CIBSE and articles produced and published in *CIBSE Journal* to summarise various elements of the changes. We have also continued to speak at industry events, Special Interest Group meetings, and regional events, to raise awareness of the new regulatory regime across the whole built environment sector, for all notifiable building work, and continue to be a leading contributor to industry groups.

We have worked closely with the Engineering Council, and other professional engineering institutions, to develop the necessary guidance and competence framework for higher-risk buildings (HRBs), which has led to the adoption of a framework for a contextualised register for those working on HRBs, working also alongside the CIBSE Membership Team. CIBSE has applied to the Engineering Council to license members under the contextualised register. CIBSE also developed a training course on the Building Safety Act, and launched a Golden Thread seminar series.

The UK Net Zero Carbon Buildings Standard (UK-NZCBS)

CIBSE and eight other leading industry organisations - the Better Buildings Partnership (BBP), the Institution of Structural Engineers (IStructE), the Low Energy Transformation Initiative (LETI), The Royal Institute of British Architects (RIBA), the Royal Institution of Chartered Surveyors (RICS), the UK Green Building Council (UKGBC), the BRE Trust and the Carbon Trust - joined forces in 2022 to champion the UK Net Zero Carbon Buildings Standard (UK-NZCBS). Whilst significant progress has been made in defining what 'net zero' means for buildings in the UK, a process of market analysis showed clear demand for a single, agreed methodology.

The UK-NZCBS will enable industry to robustly demonstrate their built assets are net zero carbon, and in line with UK climate targets. CIBSE is also fully committed to the NZCBS Technical Steering Group (TSG) and its subgroups, and is represented on the TSG by Julie Godefroy, CIBSE Head of Net Zero Policy, who also chairs the Task Group on operational energy.

The TSG is responsible for the detailed development of the Standard. The most significant aspect of the scheme is that it is being developed by the industry, for the industry, and work is therefore able to continue in spite of the uncertainties around government-led net zero policy. The Governance Board is coordinating the partnership arrangements, supporting the TSG on funding and budgets,

We lead (continued)

The UK Net Zero Carbon Buildings Standard (UK-NZCBS) (continued)

and engaging with wider stakeholders. CIBSE's President-Elect, Fiona Cousins, represents CIBSE on the Governance Board.

A technical update was published for consultation in summer 2023 and attracted more than 500 responses internationally from across the industry, as well as academic and public bodies. Responses have been analysed to inform the next steps of development of the Standard, and a summary was published in a [UK-NZCBS update in December 2023](#). Respondents had the opportunity to indicate whether they were members of CIBSE, so we can gauge the level of engagement from CIBSE members, and carry out dedicated analysis of their views. A beta test standard is planned for spring 2024.

CIBSE's response to climate change

CIBSE's response to climate change is captured by the CIBSE Climate Action Plan (go.cibse.org/CIBSE-climate-action-plan), which was first published in 2019 and is updated annually. It covers all areas in which CIBSE has a duty and ability to act. The 2023 update is the fourth annual update of the plan and includes mandatory CPD on sustainability and building safety for all CIBSE corporate members from 1 January 2024. This work will also inform the development of the plans for CIBSE's new head office. CIBSE continues to work with other professional organisations and the Construction Industry Council (CIC) to implement the joint industry plan, Carbon Zero.

We are developing an internal action plan for sustainability, starting with identifying changes in processes and behaviours that should be part of CIBSE business-as-usual. This plan also supports the intended premises move to ensure our internal operations are aligned with our guidance.

Industry consultations

Our Technical Team, with the oversight of the Technology Committee, coordinates CIBSE responses to consultations and comments on draft standards. We seek as much input as possible from members and collaborate with other professional bodies and organisations when formulating submissions, to provide the best evidence, and have the most influence. CIBSE Council and Standing Committee members, Special Interest Groups and Divisions (Societies) are particularly encouraged to participate in the development of responses. The government cannot respond to the views of

CIBSE and its members if they are not submitted. Consultation responses are an important opportunity for all members to contribute to CIBSE's work, provide robust evidence and comments, and add to our influence in government and other spheres. Some of the 2023 consultation areas are detailed below.

We lead (continued)

Building safety

Consultations, guidance and regulations continue to be introduced by government. CIBSE has provided a technical briefing on these, along with articles on the *CIBSE Journal* website. CIBSE continues to participate in the industry response in this area, providing input into collaborative responses in addition to its own submissions. CIBSE continues to follow and support the development of guidance for competence in the construction industry.

Mission Zero Coalition

CIBSE continues to contribute to calls for evidence and publications from the Mission Zero Coalition, chaired by MP Chris Skidmore. This network collates and publishes information supporting the road to net zero buildings. Following the Mission Zero final report, in January 2023, there have been further publications including *Mission Retrofit*, addressing the move towards net zero in existing buildings, published in September 2023.

Future Homes and Buildings Standards: 2023

This substantial consultation comprises 95 questions on changes to Part 6, Part L (conservation of fuel and power) and Part F (ventilation) of the building regulations for dwellings and non-domestic buildings and seeks evidence on previous changes to Part O (overheating). The consultation was posted in December 2023, with a March 2024 deadline. CIBSE will coordinate industry input into its response via the website and workshops.

Consultations closed in 2023:

- Heat strategy for Wales
- Scottish Government Energy Performance Certificate (EPC) reform consultation
- Building Regulations Part B (Fire Safety) for buildings other than dwellings
- Regulating the building control profession
- Consultation on new ecodesign requirements for lighting products
- RICS Whole life carbon assessment 2nd edition

Current and closed consultations can be found [on the CIBSE website](#).

CIBSE's technical programmes

Technical Symposium

The 2023 CIBSE Technical Symposium took place on 20-21 April at the University of Strathclyde, Glasgow, with the theme of *Delivering sustainable, safe and healthy buildings for a net zero future*. The 2024 Technical Symposium, which will be held at the Welsh School of Architecture in Cardiff on 11-12 April, is themed *Fit for 2050 – delivering buildings and defining performance for a net-zero built environment*.

We lead (continued)

CIBSE's technical programmes (continued)

COP28

As part of his presidential year, CIBSE President Adrian Catchpole attended COP28 in Dubai in December 2023, with CIBSE Chief Executive Ruth Carter. The Technical Team supported the visit, providing technical advice and information on the two key themes of embodied carbon in building services, and climate resilience in the built environment. Whilst at COP28 CIBSE President and CEO promoted CIBSE's technical guidance and policy positions and its dedication to enabling climate change commitments.

CIBSE's research portfolio

We support research activities to advance knowledge in all areas of building services engineering. These range from supporting academic and industry-led research as partners or stakeholders, providing a dissemination route for research outputs and funding projects such as doctorate and post-doctorate studies, knowledge transfer partnerships and engineering doctorates.

Some of the 2023 highlights are outlined below.

Retrofit Revisit

This project was completed in 2023. It was supported by Innovate UK and Historic England and led by CIBSE and architecture practice Studio PDP. The project applied building performance evaluation techniques to ten homes, which had been subject to a deep retrofit over the past ten years, to establish their energy performance, airtightness and insulation and to assess occupant comfort and satisfaction. Lessons learned from retrofits, and the need to move existing buildings to net zero, have resulted in huge interest in this area. A focused sub-committee of the Heritage Group, Retrofit in Heritage, also supports this area of research.

The results, which will be published in 2024, were reported at Build2Perform Live, and at several other industry events, including the International Retrofit Conference in Glasgow in November.

KTP revision of weather files

CIBSE, in collaboration with the University of Exeter, secured Innovate UK funding for a knowledge transfer partnership (KTP) to revise the CIBSE weather files. Dr Hailun Xie is the KTP Associate undertaking this work, which began in April 2022 and is due to finish in October 2024. A significant effort, involving more than 20 participants from industry, academia and software providers, took

place in November 2023 to test early versions of the revised weather files, based on new data (UK Climate Projections – UKCP18) and new methodologies.

Two papers were published in 2023, with further papers being prepared for publication and the 2024 CIBSE Technical Symposium.

We lead (continued)

Embodied carbon of building services

CIBSE's work in the area of embodied carbon in building services continues to attract great interest, and we are raising awareness and extending the application of the methodology published in TM65. The TM65 methodology developed in collaboration with consultant Introba, is gaining acceptance as an international industry standard and is being widely adopted by practitioners, manufacturers and policymakers.

A growing suite of publications is being created, including the publication of two regional addenda to TM65 (TM65LA provides a guide to applying the calculation methodology outside the UK, and TM65 ANZ provides a guide to applying the calculation methodology in Australia and New Zealand). Further addenda are planned, including for USA/Canada/Mexico and the UAE.

In terms of specific sectors, TM65.1 covers embodied carbon for residential heating systems, TM65.2 was published in August 2023 for embodied carbon in the lighting industry, and further publications are planned, including for HVAC in offices, and for MEP and MHE systems in logistics buildings.

Air quality, and health and wellbeing

Working groups on air quality, and health and wellbeing, were active in 2023. Both groups are engaging in multidisciplinary research and have a particular interest in the synergies and conflicts potentially created by energy efficiency and net zero actions. The Technical Team, CIBSE members and volunteers have been involved in providing advice to policymakers and industry groups, including contributing as members of the Expert Panel supporting the government's advice on damp and mould in housing.

Research collaborations

The Technical Team is involved in research collaborations, such as the Energy Resilience and the Built Environment (ERBE) Centre for Doctoral Training, National Environment Research Council (NERC) Clean Air programme, the Centre for Research into Energy Demand Solutions (CREDS) and the Low Temperature Networks research programme (LoT-NET), representing CIBSE at the advisory boards. We are also participating in government working groups and advisory panels, working with the Royal Academy of Engineering National Engineering Policy Centre and supporting the development of resilience policy across government.

Technical input from Committees, Special Interest Groups (SIGs) and Societies

We closely collaborate with the CIBSE Standing Committees and member groups, enabling the review and development of guidance, planning a continuing programme of industry events and training, and delivering technically robust and authoritative content to CIBSE members, industry,

members of the public and policymakers. Supporting the transition to net zero is a key priority, in terms of new buildings and in terms of interventions to reduce emissions from the existing building stock. Our guidance leads to direct improvements in building performance, including in the safety, comfort and health of occupants and the wider community.

We lead (continued)

Technical input from Committees, Special Interest Groups (SIGs) and Societies (continued)

CIBSE members are encouraged to become involved in committees and working groups. This participation provides depth and breadth to our work, as well as helping our members and wider industry maintain and enhance their competence.

Sustainability SIG

In December 2023, the CIBSE Board approved the establishment of a Sustainability SIG. This Group is due to curate this broad topic area and ensure that CIBSE guidance is holistic in nature, liaising with existing groups, engaging with other disciplines (e.g. transport, infrastructure, financial) and inviting external experts where required to cover a topic. The Sustainability SIG is intended to act as an umbrella group for working groups outside the existing SIGs, such as Air Quality, and Health and Wellbeing, and to be the home for new sub-groups, such as Embodied Carbon, Circular Economy, and Acoustics. We have been fundamental in establishing this group and will continue to support it.

Industry collaborations

We are leading the building safety workstream of Actuate UK, which is the cross sectoral body for the building engineering sector, bringing together the leading trade, technology and professional bodies within the sector: Building Engineering Services Association (BESA), BSRIA, CIBSE, Electrical Contractors' Association (ECA), Federation of Environmental Trade Associations (FETA) and Lift and Escalator Industry Association (LEIA).

The Technical Team represents CIBSE at the CIC, including the Climate Change and Building Safety Committees, the Construction Leadership Council, the Climate Change Committee (CCC) and various government advisory committees (e.g. building regulations working groups on Future Homes and Future Buildings standards, Golden Thread development and safety).

We are also members of the Royal Academy of Engineering, and its National Engineering Policy Centre and the European Federation of Heating and Ventilation Associations (REHVA).

We empower

Knowledge

CIBSE Knowledge's output remains high: in 2023, for the fourth year running, we published more than 20 publications. We have also welcomed several new authors to the process of writing and releasing guidance, supporting the growth of our base of member volunteers across the organisation.

In 2023, we returned to an old practice not seen at CIBSE since the 1970s: we published a CIBSE Guide as a collection of individual publications rather than as one volume. Guide M *Maintenance engineering and management* is now 16 parts, each covering a specific topic – for example costs, contracts, wellbeing, and training. This new structure will be further developed across CIBSE Knowledge in 2024, with the goal of making it much easier for anyone who uses CIBSE guidance to find what they are looking for. Guide M has already proven very popular, being downloaded more than 250 times in only three months.

CIBSE's guidance on embodied carbon has also been developed substantially this year. The TM65 calculation methodology was released by CIBSE in 2021, and has now been applied to specific systems with TM65.1 *Embodied carbon in building services: residential heating* (2022) and TM65.2 *Embodied carbon in building services: lighting* (2023). In 2024, CIBSE's embodied carbon methodology will be applied to HVAC systems and to logistics buildings.

Other notable releases in 2023 include:

AM18.5 *Medium voltage distribution: Protection grading*

LG04 *Sports lighting*

LG07 *Offices*

LG14 *Control of electric lighting*

RI7 *Daylight calculation methods in BS EN 17037*

Technical journals

CIBSE publishes two peer reviewed technical journals: *Building Services Engineering Research and Technology (BSER&T)*; and *Lighting, Research and Technology (LR&T)* in partnership with the publisher Sage. The journals contain high-quality articles on the latest research and critical reviews of the latest literature in their fields and they continue to benefit from rising impact factors, demonstrating their importance to the research community. *BSER&T* is published six times a year and *LR&T* eight times a year to meet demand.

Available to all CIBSE members as a benefit of membership, they enable the Institution to disseminate peer reviewed research to a wide international audience and contribute to the development of CIBSE knowledge and guidance for the future.

We empower (continued)

Technical journals (continued)

BSER&T welcomed Dr Andy Shea as the new Managing Editor in 2023, replacing Professor Tim Dwyer in January 2023, although Tim continues to support the journal as an Editorial Board member. The journal continues its strong international reach and appeal. The first published paper of the year reported a comparison of high and low mass dwelling solutions in Afghanistan and Peru. This article, the result of a collaboration between researchers from the UK and Peru, introduced us to the term ‘narrative modelling’ and described a novel approach to simulation modelling that considers both qualitative and quantitative aspects. In March the journal published a special issue on Informing the development of safe, healthy, and sustainable built environments. As part of this issue, Dr Liora Malki-Epshtein et al. reported hugely impactful COVID-19 ventilation guidance and their research article defined a methodology for rapid assessment of indoor air quality (IAQ) at live events. Reflecting upon the many research articles, case studies, and technical notes published in 2023, it is pleasing to see the fantastic breadth and depth of engineering research presented. From the case study comparative analysis of the whole life carbon of construction methods for a supermarket building to the development of a novel hybrid harris hawk optimisation and sine cosine algorithm for energy management of residential buildings, we have seen all aspects of built environment research authored by a truly international group of contributors.

In 2023, *Lighting Research and Technology (LR&T)* Journal published 42 articles. There were three special issues, two themed issues, and articles on topics including human health, flicker, and discomfort from glare.

The first special issue was for lighting research from Chinese researchers, which we initiated to support an author group that appeared to have a low success rate. Similarly, we initiated a special issue for papers from early career researchers – PhD students – who may have had little or no previous experience of publishing their work. The final special issue was a collection of best papers from the CIE 2021 midterm session, those papers being selected by CIE Division Directors, and subjected to peer review before being accepted by the Journal.

Themed issues are those where several papers on the same theme are available for publication at around the same time. By collating similar papers the aim is to promote awareness of other work. In 2023 we published two themed issues, on daylight and lighting calculations.

LR&T reaches a global audience with a readership drawn from a range of professional and academic backgrounds, further enhancing CIBSE’s role as the premier publisher of lighting guidance in the UK.

Training

Training courses on the Building Safety Act were the most popular courses run by CIBSE Training in 2023, demonstrating the importance of this area of knowledge and learning. We expect these to continue to be well-subscribed in 2024 as CIBSE introduces mandatory CPD in this area.

We empower (continued)

Training (continued)

Overall in 2023, 1166 people attended a public CIBSE Training course, with 24% choosing to study face-to-face and 76% live online. A further 514 learners attended corporate training at their office or live online.

There were an additional 1740 enrolments to the new Learning Management System, where registrants can benefit from on demand training courses. This gives an overall total of 3420 learners in 2023.

In addition, there has been a drive to increase the number of trainers to respond to the demand for corporate training. This has resulted in 15 new trainers being interviewed, covering the Building Safety Act, artificial intelligence (AI), international strategy, law and net zero.

See the full 2024 Training Programme at www.cibse.org/training

#GrowYourKnowledgewebinars

In 2023, the #GrowYourKnowledge webinar series maintained its momentum, building on the success of the previous years. Since its inception in April 2020, the series has garnered significant attention, surpassing 50,000 registrations. The webinars, tailored to spotlight new CIBSE knowledge outputs, feature distinguished industry experts and incorporate interactive elements, such as live Q&A sessions.

The webinars offered insightful discussions and practical insights into crucial industry topics. The most engaging subjects in 2023 included:

- Building Safety Act update
- Heat pump applications
- Whole life carbon.

As CIBSE sustained its commitment to knowledge sharing, the webinars provided a platform for professionals to stay ahead of industry developments and fostered a community of learning. For updates and to access the recorded webinars, visit www.cibse.org/growyourknowledge.

We champion

CIBSE is the leading professional body for the building services profession, with more than 21,000 members in 95 countries serving the global construction engineering sector. CIBSE members are part of a network that offers professional support and expertise across the globe. They work in partnership with other professional bodies, and construction and engineering firms worldwide to deliver engineering excellence in the built environment.

Supporting engineers into CIBSE membership and professional registration remains at the centre of our mission. We continue to develop initiatives to increase professional competence.

CIBSE provides members with:

- Unlimited access to the Knowledge Portal, with digital access to all CIBSE guidance across a vast range of sub-specialisms
- Subscription to *CIBSE Journal*, CIBSE email newsletter, *Building Services Engineering Research & Technology (BSER&T)* and *Lighting Research and Technology (LR&T)* journals
- Preferential rates on printed copies of guidance from CIBSE and other publishers
- Extensive opportunities for professional development and networking through discounted CIBSE training, our approved CPD training and our diverse network of Societies, Regions and Groups offering CPD online and face-to-face.

In 2023 CIBSE members and staff continued to contribute to the building safety agenda through the Engineering Council, BSI, Building Regulations Advisory Committee, government and chairing and representation across several of the 12 working groups set up under the industry Competence Steering Group. We successfully gained our Engineering Council Licence to assess against the new Higher-Risk Buildings Register.

Through membership development activity, we have engaged with 2,000 members via webinars, workshops and company presentations to promote CIBSE membership and the benefits of professional registration.

We continued to work with our Societies to provide discipline-specific competence examples for our applicants, in order that our Society members can progress through CIBSE membership and to registration with the Engineering Council. We currently have examples for façade, lighting and digital engineers.

CIBSE is an assessment body in Australia for the Board of Professional Engineers Queensland and we have submitted our application to Victoria and New South Wales. We can therefore assist members and non-members in obtaining their required state registration. Non-members have the option to join CIBSE after their successful assessment.

In 2023 CIBSE's End Point Assessment (EPA) continued to grow and 2024 will be our fifth year of assessment. We strengthened our EPA Team accordingly to ensure all Ofqual requirements are met and assessments are delivered according to the assessment plans.

We champion (continued)

We conducted a CPD audit of 5% of corporate members, in line with CIBSE's commitment to standards, and from 1 January 2024, have announced new mandatory CPD on sustainability and building safety for all corporate members.

Regions

The Institution is organised on a regional basis. There are 16 Regions in the UK and four international Regions: Republic of Ireland, Australia and New Zealand (ANZ), Hong Kong and the United Arab Emirates (UAE).

The Regions engage with members and aim to improve the understanding of building services engineering among other professions and society in general. They accomplish this by arranging activities to promote building services engineering, organising CPD events, providing networking opportunities for local members and supporting those looking to become professionally registered. This would not happen without the effort and enthusiasm of the more than 200 CIBSE members who sit across the regional committees and volunteer their time.

In 2023, the Regions organised over 245 events, held both online and in-person, with a combined total of approximately 9,743 registrants. Highlights for the year included the Yorkshire Region launching their 'Ey up' series, holding CPD events across the breadth of their region to broaden their engagement with members, and the return of the CIBSE Scotland annual conference in Glasgow. More than 100 delegates attended the conference *Key issues in building services, and implications of the Building Safety Act in Scotland*, praising the outstanding knowledge of the speakers and the quality of the presentations.

The international regions have had a stand-out year in 2023.

UAE

CIBSE President Adrian Catchpole and CEO Ruth Carter visited the CIBSE UAE Region in December. Highlights of their visit included the 2023 CIBSE UAE Annual Awards ceremony, with entries demonstrating the talent of this region in delivering efficiency, quality and innovation in driving greater building performance. The President also presented at a seminar on *Socio-cultural pathways to a sustainable urban future* at the University of Birmingham Dubai, and visited Heriot-Watt University Dubai.

Hong Kong

The CIBSE Hong Kong Region hosted CIBSE President Adrian Catchpole and CEO Ruth Carter for a visit in November. They attended various events including the CIBSE Hong Kong Awards and the Joint Symposium with the Hong Kong Institute of Engineers (HKIE) Building Services Division, ASHRAE HK Chapter and Hong Kong Polytechnic University Department of Building Services Engineering.

Australia and New Zealand

The 2023 CIBSE ANZ Young Engineers Awards took place in October, showcasing the exceptional talent and innovation in the building services engineering industry. The event, held in Melbourne,

We champion (continued)

Australia and New Zealand (continued)

celebrated the achievements of the Region's young professionals, who have demonstrated exceptional skill, dedication, and creativity in their work.

A highlight of the evening was the keynote address delivered by environmental scientist, author, and broadcaster, Rob Gell AM. In his address, he shared insights and perspectives on the pivotal role of young engineers in shaping a sustainable future, emphasising the importance of innovation and collaboration in the building services engineering field.

Republic of Ireland

CIBSE Ireland was joined by CIBSE President Adrian Catchpole and CEO Ruth Carter for their annual lunch on 1 December where, amongst other highlights, there was the opportunity to celebrate Pat Lehane being awarded a CIBSE Silver medal.

The Region also ran its autumn/winter webinar series in October and November, covering topics such as lighting design, communal heating and the Health and Safety Authority (HSA) Code of Practice for indoor air quality.

The 20 Regions are:

Australia and New Zealand

East Anglia

East Midlands

Home Counties North East

Home Counties North West

Home Counties South East

Home Counties South West

Hong Kong

Merseyside and North Wales

North East

North West

Northern Ireland

Republic of Ireland

Scotland

South Wales

We champion (continued)

South West

Southern

United Arab Emirates

West Midlands

Yorkshire.

Young Engineers Network

The CIBSE Young Engineers Network (YEN) is a global network of regional centres offering a forum for engineers in the first ten years of their careers to learn new skills, expand their knowledge and give or receive peer support. YEN is open to CIBSE members and non-members.

YEN exists to:

- Promote a positive and welcoming image for building services, especially for those who did not study the discipline at university
- Enable young engineers to engage more closely with CIBSE at an early stage in their career
- Encourage more under-represented groups to join and remain involved in the building services profession
- Establish a formal link with CIBSE Council and Board
- Help younger engineers promote building services engineering to school and university students
- Guide young engineers towards a long-term career in building services.

YEN North East hosted the YEN Gala in Newcastle on 3 November. With a ‘roaring twenties’ theme, the evening was a celebration of our young engineers and all their achievements this year. YEN chairs from across the CIBSE global network attended, as well as guests from Teesside University championing their new building services engineering degree, PlanBEE apprenticeship scheme and Young Engineers in ASHRAE.

Societies and Divisions

Key engineering disciplines are represented within CIBSE by Divisions that offer professional recognition to their members and support the art, science and practice of engineering within their specialist field. CIBSE currently has six established Divisions: the Society of Light and Lighting (SLL), the Society of Façade Engineering (SFE), the Society of Public Health Engineers (SoPHE), the Institute of Local Exhaust Ventilation Engineers (ILEVE), the Society of Digital Engineering (SDE), and the CIBSE Patrons. The CIBSE Divisions currently have a combined individual membership of almost 7000 and over 180 company members and partners.

We champion (continued)

Society of Light and Lighting (SLL)

The Society of Light and Lighting (SLL) welcomes all who are interested in the art, science and engineering of light, lighting and its applications. Lighting designers, consulting engineers, researchers, students, academics, manufacturers, and sales staff all contribute to its membership. It offers a significant range of authoritative guidance, professional recognition, and a range of technical events. SLL is recognised worldwide as an authority on lighting and its applications.

The SLL published three lighting guides in 2023:

LG7: *Lighting for offices* was published in early January. There have been considerable developments since the previous edition, which was published in 2015. The new guide considers hybrid working, addressing uncertainty around how office space will be used in the future. With increased hybrid working and the use of portable devices, people are spending less time at their desk and in the office. This revision of SLL Lighting Guide 7 now includes advice on lighting for a home office. The publication draws awareness to the embodied and operational energy of lighting equipment, as well as circularity principles.

LG4: *Sports lighting* was launched in August. First published in 2006, with an addendum in 2015, there have been considerable developments in both technologies and emerging sports since then. The guide is based only on the use of light-emitting diode (LED) light sources.

The rewrite of LG14: *Control of electric lighting*, the second edition of this guide, was published in September. It sets out a logical approach for the professional designer to consider the consultation, design, specification, commissioning and handover of a lighting installation incorporating controls. As other SLL Lighting Guides, the *SLL Code for lighting* and the *SLL Lighting handbook* are revised, the section(s) on controls contained within these other publications will be revised to align with LG14.

Although not an SLL publication, an important publication in the world of lighting and authored by SLL members, CIBSE TM65.2: *Embodied carbon in building services: lighting* was published in August. The main aim of the publication was to enable lighting designers, specifiers, lighting engineers and manufacturers to understand the amount of embodied carbon that a light fitting contains.

The SLL was also involved with and organised several events. The SLL AGM, awards and Presidential Address took place in May at RIBA, London and online. The event acknowledged the work of the Society and volunteers and saw the handover of the SLL presidency from Andrew Bissell to Helen Loomes. The awards included the SLL Regional Award, Lighting Award and President's Medal.

In June members of the SLL visited Danny Lane's studio and gallery in West London. The 10,000² ft converted factory space is where the artist has been creating his glass and steel sculptures. In August there was a seminar in Edinburgh on sustainable lighting.

Following on from the ROLAN 22 (Responsible Outdoor Lighting at Night) conference in August, recordings were made available to view on demand.

In October, in association with Light Night Leeds 23, members of the SLL lit Leeds Minster, in the style of Pockets of Light. Lighting workshops were delivered to pupils at Alder Tree Primary, Leeds,

We champion (continued)

Society of Light and Lighting (SLL) (continued)

and students at Leeds West Academy over the summer. Participants created sketches of their designs on the themes of cultural diversity, religion, music and the environment. The winning designs were used to light Leeds Minster as part of Light Night Leeds.

Also in October, SLL Ready Steady Light took place in partnership with Rose Bruford College and the International Association of Lighting Designers (IALD) with 15 teams competing to win the three awards. Team Arup won the technical award and Team Xavio Design C won the artistic and peer awards.

In November, the Society exhibited at LiGHT23 in London, followed by Build2Perform Live in December, where there was a dedicated Light2Perform area, sponsored by TamLite Lighting. The Light2Perform conference programme covered how the lighting sector is responding to eco-design requirements, embracing the circular economy, and working to reduce the embodied carbon in lighting systems. There was also a focus on night-time lighting and its impact. The dedicated exhibition area included the Institution of Lighting Professionals (ILP), Lighting Industry Association (LIA) and Trilux Lighting.

The SLL Young Lighter 2023 final was held at LiGHT23 with the winner announced at Light2Perform. The annual competition is open to anyone with an interest in light and lighting. Teresa Aguilar Carrasco won, with her work on CircaLight, a new circadian light assessment tool for Grasshopper environment.

Also related to education, Simone Bonavia was awarded the 2023 Jean Heap Bursary, for her project, The role of spatial distribution of light in metrics for the non-image forming system.

In the Regions, members organised Protecting our dark skies, in association with the North West Region, Light up Oxford, a chance to be hands on with equipment with Home Counties North West Region and the Building biology webinar with the South West.

The SLL hosted a number of online events including:

- Colour botanical art and the making of the world's brightest colour
- Diffuse convergence, Ginter Parschalk's career
- Evidence-based lighting design for people in smart cities
- Lighting Christ Church Cathedral, Oxford - a case study
- Lighting for wellbeing
- Merging worlds– lighting in games, animation, film and beyond
- Simple steps towards successful and enjoyable team interactions
- The right to the right light, urban lighting for social equality.

The SLL is supported by over 20 Sustaining Members, companies who support the work of the Society through technical and financial engagement. They provide a wealth of expertise and knowledge to underpin the SLL's work and promote light and lighting as a key built environment discipline.

Society of Façade Engineering (SFE)

The Society of Façade Engineering (SFE) brings façade professionals together in a forum where they can work together to advance knowledge and practice in façade engineering, promote good practice and ensure that today's increasingly complex building façades meet the many and varied

We champion (continued)

Society of Façade Engineering (SFE) (continued)

performance criteria. The Society focuses on the many disciplines involved in the process of design, supply, installation, testing and operation of building façades. The Society is built on the belief that for buildings to achieve a high level of energy efficiency, and create a safe and comfortable environment for occupants, there must be appropriate dialogue between architects, façade engineers, building services engineers, structural engineers and contractors. The Society provides an important forum for the profession to address the challenges of the building safety programme in relation to façade design and delivery.

This year, the Society welcomed new SFE applicants seeking to show their competence by demonstrating the required level of education and experience to achieve the Society's professional grades. Applications were received from new members seeking professional recognition and existing members upgrading their membership as they gained further experience. At the final 2023 application deadline, the SFE welcomed 21 new professional members.

In 2023 the SFE ran several successful in-person events, including a façade walk around Kings Cross, London, and Birmingham. It also hosted a forum presentation with Effisus UK, titled *No more compromises - the latest innovations on fire rated façade envelope systems*, and held its AGM at the Institution of Structural Engineers with a presentation by Eckersley O'Callaghan on the K11 Museum in Hong Kong.

For the second year running, the [2023 SFE Façade Design and Engineering Awards](#) joined forces with ZAK World of Façades London conference. With 13 categories celebrating sustainability and innovation in UK and international façade engineering, the awards recognised refurbishment and new build projects, along with the 2023 Young Façade Engineer of the Year and a Presidential Commendation for Vice Chair Chris Aspinall.

The SFE worked in collaboration with the Joint Competence Initiative for the Building Envelopes Sector (JCI) and published issue 2 of the CWCT/SFE Regulation 7 Fire Guidance and is working with the Centre for Window and Cladding Technology (CWCT) to develop a dedicated embodied carbon calculator for façades using the principles of CIBSE's TM65.

Building on the success of its existing hubs, the Society was excited to launch hubs in Italy and the Middle East, with initial events also taking place in Scotland and the North West. The hubs will expand further in 2024, with events being planned in ANZ and Ireland.

Society of Public Health Engineers (SoPHE)

The Society of Public Health Engineers (SoPHE) aims to provide a higher profile and focus for public health engineers.

In 2023, the Society hosted another successful Plumbing Centre of Excellence/Young Engineers Network Plumbing Competition in collaboration with United Group Colleges, with approximately 20

We champion (continued)

Society of Public Health Engineers (SoPHE) (continued)

participants. The competition aims to bridge the gap in students' learning, from domestic to commercial installations. SoPHE's young engineers competed alongside college students in plumbing problem-solving, hand skills, and practical fault-finding of plumbing installations. The day was supported by the SoPHE Industrial Associates, who remain key in helping the next generation of public health engineers.

In March, the Society ran its annual Technical Conference, focusing on fire and featuring a range of expert presentations outlining the latest developments in fire strategy and fire suppression for domestic and commercial premises, as well as the latest policy guidance for building services engineers.

SoPHE also has active regional networks in London, the South West, North, Midlands and the UAE. In May 2023, the SoPHE Northern Dinner, held in Manchester, welcomed over 130 public health engineers, and was sponsored by a number of Industrial Associates.

The SoPHE Young Engineers Network also had another productive year, offering SoPHE young engineers high-quality, in-person events, including a visit to the Thames Tideway Super Sewer and a networking event for recent public health graduates.

The Society also continued its successful programme of global and regional online CPD webinars, supplying members with high-quality technical content. The last CPD of the year had 125 registrations. Online and face-to-face CPD sessions are already being booked for 2024 and 2025.

The SoPHE Technical Committee, in collaboration with Aliaxis, hosted a technical forum which discussed current research and findings on high rise drainage ventilation.

In collaboration with the CIBSE Healthcare Group, SoPHE had a stand at the 2023 Institute of Healthcare Engineering and Estate Management (IHEEM) Healthcare Estates Conference in Manchester. The exhibition is the UK's largest trade exhibition for the sector, covering all areas of healthcare estates, design, construction, maintenance and management, and is a positive example of collaboration across CIBSE's various networks.

The Society rounded off a productive year with its annual London Dinner attended by 300 people. The event brought together professionals from across the public health industry to celebrate and reward achievements within the sector. Lucy Bennett, from Atelier 10, was named SoPHE Young Engineer of the Year in recognition of her work at the 2023 SoPHE Plumbing Centre of Excellence/YEN Plumbing Competition. Leion Fazliu and Terry Keeley from Arup were awarded joint second prize. The Chris Sneath Bursary was presented to Emre Gunes for his achievement in winning the Plumbing Centre of Excellence Level 2 competition. Phil Henry was made SoPHE Honorary Fellow in recognition of his incredible contribution to the public health industry.

We champion (continued)

Society of Public Health Engineers (SoPHE) (continued)

SoPHE comprises over 900 individual members and 69 supporting company members, known as SoPHE Industrial Associates. The Industrial Associates work together to use their wide-ranging

expertise to strengthen the public health engineering industry, through cooperation and collaboration with SoPHE, CIBSE and other related organisations. The Industrial Associates support initiatives and innovations that have a direct relationship to the betterment of the public health engineering industry, and which encourage the use of best practice in sustainability, health and

safety, environmental quality and work efficiencies, recruitment, education, and other matters of concern to the industry. In 2023, SoPHE welcomed five new Industrial Associates.

The SoPHE Industrial Associate flagship networking event, held in the summer, took place at the Sky Garden, London. The event was sponsored by ten Industrial Associates and attended by 80 public health engineers.

The SoPHE Communications Working Group had a successful 2023, with the publication of the series of quarterly newsletters, which have achieved excellent read rates, and are a vital source of information for SoPHE members and other interested parties.

The Institute of Local Exhaust Ventilation Engineers (ILEVE)

The Institute of Local Exhaust Ventilation Engineers (ILEVE) was established to recognise competence in the practical application of local exhaust ventilation, to promote air quality in the workplace, and to reduce ill health and death due to airborne contamination and hazardous substances in the working environment.

In February 2023, in collaboration with the British Occupational Hygiene Society (BOHS), ILEVE held LEV 2023 – Where the future is headed, a hybrid conference. The event generated insightful debate into issues affecting the LEV industry, control, and the reduction of industrial disease. It reinforced the importance of collaboration and building stronger relationships between all interested parties when it comes to LEV.

Following the launch of the ILEVE newsletter in 2022, the newsletter evolved in 2023, with a range of articles such as *Secondary exposure: the unseen hazard?* and an article by Kevin Bampton, Chief Executive Officer of BOHS, titled *LEV climate change, hero or villain*.

ILEVE attended the Safety and Health Expo at ExCel, London, and launched its competency matrix for laboratory LEV work. The matrix has been collated by industry leaders for dutyholders and responsible persons who are associated with laboratory LEV systems, by illustrating the level of experience, skills and competence anticipated by both internal and external contributors.

We champion (continued)

Society of Digital Engineering (SDE)

The Society of Digital Engineering (SDE) provides a forum for those involved in digitalising the built environment, whether as designers, contractors, manufacturers, clients, facilities managers or software vendors. Membership is open to all involved in digital engineering, building information modelling (BIM), information management, software for design and analysis of buildings, computer aided facilities management, and other related activity. It provides professional recognition to digital engineers and a route to CIBSE membership and registration with the Engineering Council. The SDE continues to work closely with the CIBSE Digital Engineering Steering Group, which works to create the products and services used by members.

In November the SDE held its annual SDE Digital Awards at Build2Perform Live, receiving the highest and most diverse set of entries so far. The awards celebrate progress and excellence in digital engineering. The awards categories are designed to recognise the progress of digitalisation across built environment professions, recognising those who are contributing to the digitalisation of our work, where we live and how we experience it, including technicians, engineers, developers, designers, contractors, manufacturers and other groups making a difference in their field. This year's event featured two new awards; Carl Collins was awarded lifelong membership of the Society in recognition of his immeasurable contribution to the Society, and May Winfield, Buro Happold, was presented with an Outstanding Contribution Award.

The SDE continued to work on ongoing projects, such as Product Data Templates (PDTs) and Symbols, and helped to create automation products, such as embodied carbon calculators, for the UK and Australia and New Zealand. These digital tools are associated with the CIBSE TM65 suite of publications on embodied carbon.

SDE members have been present at London Revit user group events and meetings throughout 2023.

In May, the SDE shared a stand at Digital Construction Week with NIMA, formally known as the UK BIM Alliance. The SDE will be looking to further collaborations with relevant industry bodies in 2024.

The Society is also in the final stages of preparing to launch its new professional grades of membership. The competencies for all grades were signed off at the November Members and Registration Panel, and the Society is now working towards producing the certificate of membership. Already, nearly 50 individuals have shown an interest in joining as professional members. The SDE plans to launch its new professional grades of membership in 2024.

We champion (continued)

CIBSE Patrons

The CIBSE Patrons are often referred to as the ‘corporate supporters’ of CIBSE, as they are the group of businesses that collaborate to provide financial, moral and technical support to the Institution. Some of the key aims of the Patrons are to increase recruitment and retention of engineers in the industry, and to support CIBSE in the development of knowledge, technical information and resources, encouraging the use of best practice in areas such as sustainability and health and safety.

The Patrons Committee meets regularly to discuss future plans and projects in which they can develop and carry out their aims.

The Patrons’ annual House of Lords Lunch was held in May, a key part of the Patrons’ year, it was a fantastic event and provided incredible networking opportunities.

The Patrons have continued their support of both young engineers and the Fellows Network through sponsorship or attendance at key CIBSE events. Collaboration is key to furthering the Patrons’ strategic aims. The Patrons also hosted a successful VIP area at Build2Perform Live, which facilitated lots of networking opportunities for attendees.

Looking ahead, the Patrons have completed their outline plan for 2024 and are excited about hosting and supporting a range of events focused on support of their strategic pillars: knowledge, talent and collaboration, and networking.

Special Interest Groups (SIGs)

The CIBSE Special Interest Groups (SIGs) provide a wealth of CPD for members and non-members alike and allow for open, and occasionally challenging, discussions on topics that cover the wide breadth of issues faced by building services engineers. With a combined membership of over 40,000, our SIGs are:

1. ASHRAE
2. Building Simulation
3. Chimneys and flues
4. CHP and District Heating
5. Daylight
6. Electrical Services
7. Energy Performance
8. Facilities Management
9. Healthcare
10. Heritage
11. Homes for the Future
12. HVAC Systems
13. IT & Controls
14. Intelligent Buildings
15. Lifts

We champion (continued)

Special Interest Groups (SIGs) (continued)

16. Natural Ventilation
17. Resilient Cities
18. School Design

In 2023, the SIGs organised many events, including seminars, webinars and awards.

The Lifts Group held their Annual Seminar in November to great success. The seminar was dedicated to Dr Gina Barney who passed away in 2023 and was a major influence on the Lifts Group's dedication to updating Guide D: *Transportation systems in buildings*. The speakers outlined Guide D, detailing changes that are being made from the last edition in 2020 and asking for feedback. The next edition is expected to be published in 2025.

The Facilities Management Group launched the latest edition of Guide M: *Maintenance, engineering and management*, in September 2023. 160 people attended the launch, held at the Sodexo UK and Ireland Head Office, in London.

The Building Simulation Group held its annual Building Simulation Award and Building Simulation Young Modeller Award at Build2Perform Live with presentations by each of the finalists. The winners were George Koronaios, for his presentation *Integrated modelling workflow for retrofit building performance optimisation*, and Divyanshu Sood from the University of Dublin, respectively.

Our Groups have also hosted several webinars, some of which have been hybrid with in-person attendance. Popular sessions have included: the Intelligent Buildings Group's webinar *Ontologies; Energy performance's power hour*; Updates to Part L regulations; the Healthcare Group's *Understanding airborne infection reduction in buildings* and the Heritage Group's *Investigation of historic building energy performance*.

CIBSE introduced a new planning process for the groups in 2023, where each Group was asked to create a provisional plan for the year ahead. We hope that this will facilitate stronger collaboration between CIBSE staff and the volunteers on the SIG Committees.

Equity, Diversity and Inclusion Committee

The Equity, Diversity and Inclusion (EDI) Committee met four times in 2023 and spent time reviewing the terms of reference, to ensure the purpose, future direction of the panel and the attendees felt fit for purpose and relevant. The Committee is chaired by the Immediate Past President Kevin Mitchell.

The purpose of the Committee is to advise and make recommendations to the Board on:

- All matters relating to equity, diversity and inclusion – with a view to improving awareness and performance in these areas across the CIBSE membership community
- Partnership working with external agencies to understand, promote and contribute to best practice

We champion (continued)

Equity, Diversity and Inclusion Committee (continued)

- Offering support to the industry and championing best practice amongst the CIBSE and building services wider community and offering support on practical ways they can improve equity, diversity and inclusion within their organisations.

The past year saw the establishment of the final subpanel, neurodiversity; all four panels actively feed into the work of the EDI Committee.

The 2023 member survey featured a specific section on questions around EDI and the Committee is reviewing the answers to prioritise areas of work in 2024.

Fellows Network

The Fellows Network established its programme of masterclasses, with presentations on *The shape-shifters: from the microscope to the metaverse* by Professor Jeremy Myerson and on environmental engineering by Patrick Bellew, founder and Chairman of international design consultancy Atelier Ten, with further masterclasses planned for 2024. The Network has been collaborating with other CIBSE networks, holding events with YEN on how their members can work together and learn from each other, and with the CIBSE Regions to increase the reach of the network outside of London.

We inspire

CIBSE worked to raise the public profile, maximise coverage and increase audience reach during 2023 through flagship events, media placement, press coverage and extensive social media activity. Increased and wide-ranging article placements enabled CIBSE to showcase the importance of building services engineers and their critical contribution to the industry on topics such as net zero, building safety and developments in creating a more sustainable future.

CIBSE Build2Perform Live

CIBSE Build2Perform Live returned to ExCeL London and welcomed 2,022 attendees across the two days, 5-6 December. The conference and exhibition brought together industry, academia and policymakers working in many disciplines. The event was co-located with the Chartered Association of Building Engineers' CABE Built Environment LIVE event and featured a programme of technical talks and panel discussions. Sessions covered: the UK Net Zero Carbon Buildings Standard, Guide M, designing for thermal comfort, retrofit, heat pumps and embodied carbon.

A seminar stream was organised by the Society of Light and Lighting (SLL), called Light2Perform, and there were also talks from CIBSE-approved CPD providers from the industry. CABE separately had a theatre with a running technical programme, adding to the significant information resource available. The 2024 programme is currently being developed.

We inspire (continued)

CIBSE Journal

CIBSE Journal continued to support CIBSE's priorities, events and publications in 2023, mirroring the Institutions' focus on building safety, net zero and competence. Notably, the Journal supported CIBSE's rapid response to various new regulations published in August. Within 24 hours of the regulations' publication the Journal had the first of a series of articles, written by Dr Hywel Davies, on the website. Within four days there were a further six articles setting out the scope and headlines of the three main sets of regulations online – well ahead of our peer institutions. All are available to read at www.cibsejournal.com.

The Journal included extensive coverage of CIBSE events, including reports from the Technical Symposium, Golden Thread series and Build2Perform Live, as well as coverage across the year of winning projects from the CIBSE Building Performance Awards.

Crucially, the Journal supported the President's call to 'take a lead', promoting the newly launched STEM Ambassador scheme, with interviews from new STEM Ambassadors, as well as an interview between CIBSE Fellow Mary-Ann Clarke and her mentee Jennifer Cox, who shared insights from their mentorship journey and how it has fostered a culture of continuous development.

With the increased focus on strengthening CIBSE's international Regions, the Journal included a special focus on all four non-UK CIBSE Regions, speaking to each regional chair and highlighting their priorities and activities in the region.

Other notable articles in 2023 include an interview with Dame Judith Hackitt, an article focusing on the Graduate of the Year winner, Francesca James, a feature on the CIBSE Benevolent Fund in its 90th year, and articles around the new CIBSE Guide M.

In total, the Journal hosted six webinars in 2023 – the most popular being Schneider's *Path to net zero: metering and monitoring* webinar. All are available on demand at www.cibsejournal.com/webinars/

The Journal website has continued to attract high visitor numbers, averaging circa 27,000 visitors per month. This is supported by regular social media posts.

www.cibsejournal.com

Media relations

In 2023, CIBSE delivered a total of 13 feature articles that were researched, written and published across separate business-to-business publications, including *Construction news*, *Public sector build journal*, *This week in FM* and *Modern building services*. Key features covered Guide M, revisions to LG7 and an opinion piece on the Building Safety Act by Dr Hywel Davies.

A further 23 news releases were written and distributed throughout the year on flagship events, CIBSE's Higher-Risk Buildings registration and technical publications. CIBSE also secured international

We inspire (continued)

Media relations (continued)

coverage in *MEP Magazine* on our presence at COP28, where CIBSE President Adrian Catchpole delivered several presentations across blue and green zones.

Social media

In 2023, CIBSE continued to grow in followers and engagement across our social media accounts, with a total growth in followers of 9,449, representing a 14.7% increase. With an average reach of 43,000 per month, Instagram saw the greatest growth in followers, and represents our engagement

with those in the 25-44 age group who account for 70% of this audience. A video reel of our London YEN Chair had the highest reach and reflects the increased engagement overall in videos over posts.

LinkedIn remains our top performing platform, has the largest audience, and averages monthly impressions of 120,000. The top LinkedIn post related to a *CIBSE Journal* article on sustainable ventilation, which achieved over 18,000 impressions. *CIBSE Journal* also received high levels of engagement on X (formerly Twitter) each month with its article posts.

YouTube engagement continued to grow in 2023 with viewing time reaching 17,400 hours – almost three times the number of hours watched in 2022. 89% of viewers are not subscribed and 72% are in the 25-35 age group, further demonstrating the importance of videos to engage with younger audiences.

The most viewed videos were:

- A day in the life of a building services engineer
 - o Views – 2,701
 - o Average duration – 5.19 minutes
- NEC4 Top tips
 - o Views – 2,194
 - o Average duration – 13.56 minutes
- My CIBSE learning
 - o Views – 792
 - o Average duration – 1.06 minutes

My CIBSE learning was the only video in 2023 that made it into the Top Content for YouTube 2023.

www.youtube.com/c/CIBSEUK

We inspire (continued)

Social media (continued)

Growth on individual platforms:

Platform	Followers	% Growth
X	26,659	3.6%
LinkedIn*	40,160	21%
Instagram	2,261	45.8%
Facebook	1,615	4.8%
YouTube	2,936	30%

**Please note: a change in the reporting for LinkedIn followers representing the main CIBSE group only. Previous reports have included all related CIBSE groups.*

CIBSE website

Following the launch in 2022 of the new CIBSE website, the focus in 2023 was on analysing how the site is being used, managing and maintaining content and actioning a road map of further developments.

Web governance software was implemented to provide automated reports on content quality, as well as recommendations on accessibility and search engine optimisation (SEO), which have started to be implemented.

Based on feedback, work was carried out to provide the CIBSE networks with a more flexible template and other components to display content. Further options to display video and images on the website have been developed, as well as an improved interface for displaying volunteering opportunities, including search and filters. These changes will be rolled out in 2024.

The website attracted 592,000 users and 544,000 engaged sessions in 2023. Of those engaged sessions, 63% came from organic search, with the other main sources being direct traffic (16%) and referrals from other websites (15%). The website continued to provide global reach, gaining visits from over 150 countries.

www.cibse.org

Building services awards

CIBSE is proud to celebrate the achievements and successes within the building services industry. In 2023, CIBSE enjoyed record breaking entries across our whole portfolio of awards, and extended our awards offerings to capture more industry achievements. Our wide range of awards shine a spotlight on the skills, talent and expertise that are so vital to ensuring our buildings are safe, comfortable, and

Building services awards (continued)

healthy places to work and live in. They also celebrate those individuals at the heart of our industry, no matter where they are in their career journey.

Each of the individuals, teams, companies and projects shortlisted across our awards, irrespective of whether they won, should be applauded for their achievements. They all exemplify the dedication, drive, innovation and passion leading our industry.

Building Performance Awards 2023

The 16th CIBSE Building Performance Awards saw the industry gather for a night of celebration at the Park Plaza Westminster Bridge in London in February. The awards showcased an inspiring range of solutions to the challenge of slowing climate change. They included: retrofitting existing homes to generate more power than they use; innovating to reduce embodied carbon in both products and buildings, and above all, collaborating, sharing and learning to accelerate the adoption of best practice.

The Building Performance Awards are the only awards to showcase the performance of buildings in use, and now include product design and categories dedicated to embodied carbon.

The net zero agenda was at the heart of the 2023 awards, which featured guest speaker Chris Skidmore, MP, who headed the Independent Net Zero Review and authored the resulting *Mission zero* report.

One stand-out winner was the Low Carbon Built Environment Team of the Welsh School of Architecture with its project to retrofit six homes to generate more energy than they use. Installed and measured over four years, this project provides ample evidence of the potential to convert older homes into safe, comfortable and modern energy-positive dwellings.

CIBSE Medals

CIBSE Gold, Silver and Bronze medals recognise exceptional, outstanding, and distinguished service to CIBSE and the wider industry. They are awarded to those whose contribution has been made through long and loyal service, raising the profile of the profession, inspiring others, and being role models for everyone in the industry. One Gold medal, five Silver medals and six Bronze medals were presented at the annual President's Awards Dinner in October. The Gold medal is CIBSE's highest accolade and was presented to Stuart MacPherson, a past CIBSE President and Honorary Treasurer.

CIBSE Young Engineers Awards

The annual CIBSE Young Engineers Awards bring together the CIBSE ASHRAE Graduate of the Year Award, the CIBSE Apprentice of the Year Award, the CIBSE Employer of the Year Award, and new for 2023, the CIBSE Undergraduate Award. The awards recognise the innovative thinking, hard work and skills of those new to the industry, whilst also showcasing employers of all sizes who demonstrate commitment to developing and encouraging young talent.

Building services awards (continued)

CIBSE Apprentice of the Year 2023

Winner Technical Level 3-4: Sidney Hargreaves

Sidney Hargreaves is an apprentice mechanical engineer with HDR, working within the development team. He aims to complete his apprenticeship and go on to become a chartered engineer.

Runners up were Ryan Beary from CPW, and Sean John from University of Warwick.

Winner Degree Level 5-7: Jess Sergeant

Jess is currently in her second year at London South Bank University, completing a building services degree.

Runners up were James McLarnon from SCC MEP, and Finley Bowdidge from Venables Associates.

The Apprentice of the Year Award recognises the invaluable contribution made by apprentices in building services engineering and related occupations. The award is split to recognise apprentices at every level, celebrating those who have gained their skills and knowledge through a combination of coursework and on-the-job experience.

CIBSE Undergraduate of the Year

Winner: Ruairi Devlin

Ruairi Devlin has recently graduated from the University of Nottingham with a degree in architectural environment engineering and is training as a mechanical engineering consultant.

Presented for the first time this year as part of the Young Engineers Awards, the Undergraduate of the Year Award was introduced to recognise those making exceptional starts to their careers in building services engineering.

CIBSE ASHRAE Graduate of the Year 2023

Winner: Francesca James

The Graduate of the Year Award recognises excellence in the early stages of an engineer's career. The 2023 competition received a record 58 entries.

Francesca James from FairHeat and Cambridge University was named Graduate of the Year 2023. She joined FairHeat in 2021 after obtaining her masters' degree in chemical engineering and has a keen interest in the sustainability sector. She was among nine finalists who presented at the event on attracting young talent to the industry.

James said that the key to attracting people into the sector was to tell them how an individual could have a positive impact on the planet by becoming a building services engineer. She told a packed

Building services awards (continued)

CIBSE ASHRAE Graduate of the Year 2023 (continued)

auditorium at the Royal College of Physicians in London that, in one year's work as a graduate engineer, she had saved 500,000 Kg of CO₂ emissions.

Runners up were Lewis Turner of Arup and Leeds Beckett University, and Hiba Talmoust of Waterman Group and Queen Mary University.

CIBSE Employer of the Year 2023

Winner: AECOM

The Employer of the Year Award highlights the commitment and achievements of employers in supporting and encouraging young people entering the industry, encouraging their growth through training, mentoring and initiatives that place them at the centre of their business.

The companies shortlisted showed clear, inclusive strategies for recruiting and empowering young people.

AECOM took the overall prize, in recognition of its comprehensive training, mentoring and development schemes for early-career employees. The consulting firm, which also won in the large company category, stood out for its established culture of training and development.

Whitecode Consulting was the winner in the small company category, with PM Group taking the medium company title.

Façade 2023 Design and Engineering Awards

Innovation, carbon saving, and refurbishment were at the forefront of the ground breaking projects showcased at the Façade 2023 Design and Engineering Awards.

The awards, run by the Society of Façade Engineering and CIBSE, recognise excellence and achievements in façade engineering, raising the profile of, and drawing attention to the importance of this discipline.

The iconic Battersea Power Station renovation was recognised for the enormous undertaking to transform the landmark, which included the reuse of the existing structures leading to the reuse of over 36,000 tons of CO₂e of legacy carbon, around 20% of the total embodied carbon in the refurbished building. Amongst the international winners was the Bee'ah Headquarters in Sharjah's Al Sajaa desert, UAE, the last personal project of architect Zaha Hadid.

Society of Light and Lighting (SLL) Young Lighter of the Year 2023

Winner: Teresa Aguilar Carrasco

The annual SLL Young Lighter competition is open to anyone with an interest in light and lighting. The 2023 finals were held at LiGHT23 in November with the four finalists delivering their presentations to an audience of peers. The competition is designed to test not just the finalists' ability to develop a lighting project, but also their presentation skills, allowing entrants to illustrate their knowledge and research on a lighting subject and raise their profile.

Building services awards (continued)

Society of Light and Lighting (SLL) Young Lighter of the Year 2023 (continued)

Teresa Aguilar Carrasco, a researcher at the Department of Architectural Construction of the Higher Technical School of Architecture of Seville, was named 2023 SLL Young Lighter for her presentation, *CircaLight, a new circadian light assessment tool for Grasshopper environment*.

Building Simulation Award

Winner: George Koronaios

Young Modeller winner: Divyanshu Sood

These annual awards, established by the CIBSE Building Simulation Group, encourage innovation in building simulation techniques and recognise the outstanding contribution of young engineers, apprentices and sustainability consultants working with building simulation. The 2023 awards received a record number of submissions in both categories, making it the most competitive year to date.

George Koronaios of Savills Earth won the CIBSE Building Simulation Award for his project, *Integrated modelling workflow for retrofit building performance optimisation*. The project, a refurbishment and extension of an existing two-storey office building in Weybridge, implemented

various modelling techniques from RIBA Stage 2 to 4 to optimise the performance and adhere to net zero carbon standards.

Divyanshu Sood, from University College Dublin, was named CIBSE Young Modeller of the Year. The judges were impressed by Sood's strong technical outlook in driving energy modelling in the field of domestic archetypes, which is an area of high significance in driving the net zero carbon transition.

Society of Digital Engineering Awards

The winners of the Society of Digital Engineering (SDE) Awards were unveiled at Build2Perform Live in December. The awards celebrate progress and excellence in digital engineering across built environment professionals, recognising those working in the built environment who are contributing to the digitalisation of what we do, where we live and how we experience it, including technicians, engineers, developers, designers, contractors, manufacturers and other groups or teams making a difference in their field. The 2023 awards received the widest and most varied entries in its five years.

The inaugural Outstanding Contribution Award for services towards the digitalisation of the built environment was awarded to May Winfield from Buro Happold. Winfield's contribution to the legal framework around BIM and digital information exchange on projects has and will continue to have a foundational impact on all of us.

Building services awards (continued)

Full list of awards

CIBSE Gold Medal

Stuart MacPherson

CIBSE Silver Medals

Vince Arnold

Lynne Jack

Pat Lehane

Frank Mills

Steve Vaughan

Bronze Medals

Malcolm Atherton

Eric Benton

Jeremy Cockroft

David Frank

Chia Huay Lau

Martin Trentham

Barker Silver Medal: *Improving indoor air quality and occupant health through smart control of windows and portable air purifiers in residential buildings*, by Yan Wang, Elizabeth Cooper, Farhang Tahmasebi, Jonathon Taylor, Samuel Stamp, Phil Symonds, Esfandiar Burman and Dejan Mumovic, of University College London

Dufton Silver Medal: *Closed cavity façade, an innovative energy-saving façade*, by Michalis Michael and Mauro Overend, of the University of Cambridge

Carter Bronze Medal: *A holistic sequential fault detection and diagnostics framework for multiple zone variable air volume air handling unit systems*, Narges Torabi, Huseyin Burak Gunay, William O'Brien and Ricardo Moromisato, of Carleton University, Ottawa, Canada

Napier Shaw Bronze Medal: *Ambient loop district heating and cooling networks with integrated mobility, power and interseasonal storage*, by Akos Revesz, Phil Jones, Chris Dunham, Anthony Riddle, Norman Gatensby, and Graeme Maidment, of London South Bank University

Ken Dale Travel Bursary: Ibrahim Qadir

The Happold Brilliant Award: Hong Kong Polytechnic University

Society of Light and Lighting Young Lighter of the Year: Teresa Aguilar Carrasco

Leon Gaster Award: Yukio Akashi, Yuta Kuno, Kaori Murakami, Masaru Inatani, Tomoe Aoki

Walsh Weston Award: Janne Askola, Petri Kärhä, Hans Baumgartner, Santeri Porrasmaa and Erkki Ikonen

Building services awards (continued)

SLL Regional Award: Chris Dicks

SLL Lighting Award: Bob Bohannon and Kristina Allison

SLL Honorary Fellowship: Mark Ridler

SLL President's Medal: Martin Lupton and Sharon Stammers

CIBSE Building Simulation Awards

Building Simulation Award: George Koronaios

Young Modeller: Divyanshu Sood

Façade Design and Engineering Awards

Project of the Year, Sustainability UK: Arup, The Parcels Building

Project of the Year, Sustainability International: Buro Happold, Bee'ah Headquarters

Project of the Year, Refurbishment UK: seele, WilkinsonEyre and Buro Happold, Battersea Power Station Phase 2

Project of the Year, Refurbishment International: Deerns Italia Spa, Luxottica Digital Factory

Project of the Year, Innovation UK: Eckersley O'Callaghan, The Black and White Building

Project of the Year, Innovation International: Eckersley O'Callaghan, Mass Timber 1

Project of the Year, New Build UK: WSP, Paddington Square

Project of the Year, New Build International: Arup, Google Bay View Campus

Product of the Year UK: AGC Europe, Fineo

Product of the Year International: Voltin, Voltin

Dissertation of the Year: Robert Quintal

Young Façade Engineer of the Year: Rocco Boselli

Lifetime Achievement Award: Bill Wolmuth

CIBSE Presidential Commendation: Chris Aspinall

Building services awards (continued)

Society of Digital Engineering Awards

Best Process and its Application: WSP – GRETA, Grasshopper Embodied Carbon and Thermal Analysis tool

Best Project & Collaboration: Buro Happold – Digital Twins for Cities

Best Manufacturer: Kinship

Best Contractor: BAM Nuttall

Best Consultancy: Buro Happold

Highly Commended: Red Engineering

Best Digital Engineer: James Thomson – Ramboll

Outstanding Contribution Award: May Winfield, Buro Happold

Young Engineers Awards

CIBSE Undergraduate Award: Ruairi Devlin, University of Nottingham

CIBSE Apprentice of the Year – Technician Level 3-4: Sidney Hargreaves, HDR

CIBSE Apprentice of the Year – Degree Level 5-7: Jess Sergeant, Atkins

CIBSE ASHRAE Graduate of the Year: Francesca James, Fairheat and Cambridge University

CIBSE Employer of the Year, overall winner and large company winner: AECOM

Employer of the Year, small company: Whitecode Consulting

Employer of the Year, medium company: PM Group

CIBSE Building Performance Awards

Building Performance Champion: Towards net zero – working together to deliver whole house energy system retrofits at scale, Low Carbon Built Environment Team, Welsh School of Architecture, Cardiff University

Best Digital Innovation: Cloud-based Smart Energy Management Platform, Swire Properties

Building Performance Consultancy (up to 50 employees): XCO2

Building Performance Consultancy (51-300 employees): Carbon Intelligence – part of Accenture

Building Performance Consultancy (over 300 employees): Cundall

Embodied Carbon Award – Consultants: Maria Benazzo, Arup

Building services awards (continued)

CIBSE Building Performance Awards (continued)

Embodied Carbon Award – Manufacturers and Suppliers: NorDan UK

Collaboration: Working together to deliver whole house energy system retrofits at scale, Low Carbon Built Environment Team, Welsh School of Architecture, Cardiff University

Engineer of the Year: Stephen Hill, Associate Director in the Buildings Sustainability Team, Arup

Facilities Management: Savills Portfolio, Smart Managed Solutions

Learning and Development: Airborne Infection Reduction through Building Operation and Design (AIRBODS), Loughborough University

Product or Innovation of the Year – Air Quality: HVR Zero - Hybrid ventilation with heat recovery, Monodraught

Product or Innovation of the Year – Thermal Comfort: iAirDoor, Wirth Research

Product or Innovation of the Year – Wellbeing: MODULHAUS™, VOLUMTRIC™

Project of the Year – Non-domestic: Cranmer Road, Kings College Cambridge, Max Fordham

Project of the Year – Domestic: McDonald's Towards Net Zero – Evidence from six whole house energy retrofits, Low Carbon Built Environment Team, Welsh School of Architecture, Cardiff University

Future plans

We lead

We are increasingly aware of CIBSE's international reach and engagement with established and new regional branches. We will seek collaborations with kindred organisations in other countries towards making CIBSE the recognised authority in the area of building services. The success of the TM65 methodology in other regions in 2023 could be used as a template for other technical areas. The success of the UK-NZCBS consortium in 2023 also provides a precedent for future cross-industry collaborations.

We aim to maintain and further expand collaborations with other industry institutions and professional engineering bodies to promote common language, tools and targets in design teams and to elevate CIBSE member status and voice.

Future plans (continued)

We empower

CIBSE's knowledge output is respected and recognised globally, and we will continue to work with our members and wider industry to deliver best practice knowledge, guidance and learning. By working with relevant experts, we will maintain our wide-ranging programme of knowledge development ensuring that our guidance supports the delivery of a safe and healthy net zero carbon built environment. CIBSE will continue to be a primary source of peer reviewed technical guidance, and quality, technically-led events for the built environment sector.

Throughout the year we will review and develop guidance to support the transition to net zero buildings, addressing both the provision of new buildings and the interventions needed to significantly reduce emissions from the existing stock.

Our programme of industry events and training will be developed, ensuring it continues to deliver technically robust and authoritative content to support the continuing development and maintenance of knowledge by professionals in the sector.

Working with our Divisions and Special Interest Groups we will identify requirements for new guidance and update and revise existing titles. Our guidance leads to direct improvements in the safety, comfort and performance of buildings, occupants and the wider community, and so we will review how it is best disseminated across the industry, policy makers, the media and to point-of-use.

Collectively these activities will help our members and wider industry maintain and enhance their competence.

We champion

Supporting engineers into CIBSE membership and professional registration remains at the centre of what we do.

Initiatives for 2024 include:

- Continuing our vital work on the building safety agenda and implementing the contextualised Higher-Risk Buildings Register
- Introducing mandatory CPD on sustainability and building safety to support the continued competence of industry in these critical areas
- Launching a new initiative for companies to demonstrate their competence, titled CIBSE Chartered Organisations
- Enhancing our engagement with companies to strengthen relationships and grow membership
- Reviewing our accreditation guidelines to include more emphasis on the climate emergency, to ensure future engineers are taught the critical skills required to tackle the global challenge
- Simplifying the process of our individual route for applicants to gain IEng/CEng registration where they do not hold the required academic qualifications

Future plans (continued)

We champion (continued)

- Continuing process improvement to ensure increased customer service and enhanced efficiency
- Embedding more robust unconscious bias training for volunteers involved in Professional Review and End Point Assessment (EPA), and conducting an end-to-end process review to ensure our guidance supports neurodivergent candidates
- Training new EPA assessors and compliance officers to support our fast-growing apprentice pipeline
- Continuing promotion and celebration of activities delivered in schools to promote building services through CIBSE's STEM Ambassador programme
- Supporting our Societies, Regions and Groups to develop budgets and strategic plans to continue to increase engagement and enhance their impact
- Supporting our volunteers by ensuring they have high quality resources and are properly thanked through more recognition.

We inspire

The direction for 2024 across marketing, communications and public relations will be to focus on advocacy, customer journeys, audience reach and coverage, as well as branding.

The breadth and impact of CIBSE and building services engineering will continue to be showcased with increased advocacy of the profession. This will support our strategy to engage with members, both acquiring new and maintaining our relationship with existing ones.

Following the launch of the new CIBSE website in 2022, further developments will be a critical part of the plan for 2024. Using analytics, we will gain a greater understanding of our users and their touchpoints across the website to create an enhanced experience, in particular for the 'join' journey.

As we continue to champion the expertise and impact of CIBSE's work, we will also increase our outreach to wider audiences, extend media coverage to broaden CIBSE's voice, achieve greater

awareness and amplify our position as the leading authority on building services engineering. The role of social media is key to delivering these activities and we will continue our 2023 efforts in creating social platforms that engage diverse audiences with targeted content through relevant channels.

Having taken a short pause in 2023, the brand refresh project will be aligned to CIBSE's premises move in 2024 to reflect the vision of the Institution we aspire to be. The project will consider the narrative of our relocation as well as the corporate strategy objective of increasing CIBSE's voice.

Certification

CIBSE Certification Ltd, a wholly owned subsidiary of CIBSE, offers certification services covering management systems and personnel.

Customers range from multi-nationals to sole traders across property companies, manufacturers, engineering consultancies, and energy consultancies. All revenue generated by CIBSE Certification is reinvested in the business to develop services or would be gifted to CIBSE in pursuit of its charitable mission. We lead the way in assessing and certifying competent personnel and compliant management systems.

CIBSE Certification's positive contribution to the sector was recognised at the Energy Efficiency Awards 2023, being named National Quality Management, Compliance and Training Company of the Year.

Feedback from stakeholders e.g. DLUHC, United Kingdom Accreditation Service (UKAS), auditors and customers was very positive in terms of our service delivery and competence, and plans are in place to continue to grow the business in 2024.

The vision for CIBSE Certification is to be the go-to certification body for the building services engineering sector and beyond in terms of certification of persons and management systems. In November the CIBSE Certification Board appointed a new Certification Director, who is working to grow the existing business and look at new business opportunities.

<https://www.cibsecertification.co.uk>

Personnel schemes business

CIBSE Certification continues to operate the certification of personnel schemes, covering Low Carbon Consultants (LCCs), Low Carbon Energy Assessors (LCEAs) for non-domestic Energy Performance Certificates (EPCs), Display Energy Certificates (DECs), Air Conditioning Inspectors (ACI), ESOS Lead Assessors, Heat Networks Consultants and Section 63 Advisors for Scotland.

The Low Carbon Consultants and Low Carbon Energy Assessors for the production of Energy Performance Certificates (EPCs) and Display Energy Certificates (DECs) Schemes are accredited to BS EN ISO/IEC 17024:2012 *Conformity assessment – General requirements for bodies operating certification of persons* by UKAS.

To operate within the personnel sector, CIBSE Certification works on the basis of a letter of authority issued by DLUHC. The annual audits undertaken by both DLUHC and UKAS were completed successfully, with very positive comments from both sets of auditors.

Overall, personnel schemes registrations have remained steady, with the business seeing new applications for various schemes doubling in 2023 over the previous year.

Lodgement credit sales increased 2% in 2023 on 2022 sales, with the 17,278 lodgement credits in 2023 being the highest since 2009.

Certification (continued)

Management systems business

CIBSE Certification certifies organisations to management systems ISO 9001 *Quality management*, ISO 14001 *Environmental management*, ISO 50001 *Energy management* and ISO 45001 *Occupational health and safety*. The management systems part of the business is accredited by UKAS to BS EN ISO/IEC 17021:2015 *Conformity assessment* – required for bodies providing audit and certification of management systems by UKAS with our ISO 45001 grant of accreditation expected in the first quarter of 2024.

Our certification offering of management systems expanded to include ISO 45001 in 2023 with our management systems business increasing revenue year on year. Our scope of work now covers locations in Europe, the Middle East and USA, and we have continued to expand in the UK and Ireland.

www.cibsecertification.co.uk

Members of the Board and Council

With effect from CIBSE AGM 13 June 2023:

President: Adrian Catchpole
President-Elect: Fiona Cousins
Vice President: Les Copeland
Vice President: Dave Cooper
Vice President: Laura Mansel-Thomas
Hon Treasurer: Vince Arnold
Immediate Past President: Kevin Mitchell

Elected Members of the Board:

Mike Burton
Ruth Kelly Waskett
Lionel James
David Stevens
Mark Walker

Past President: Kevin Kelly
Past President: Stuart MacPherson

Chief Executive Officer

Ruth Carter

Members of the Board and Council (continued)

Members of the Consultative Council

All Board members are also members of Council.

Elected Members

Colin Ashford
Peter Anderson
Andrew Bott
Aleksandra Krstanovic
Sanjay Modasia
Emeka Osaji
Dimple Rana
Michael Burton
Andy Sneyd

Co-Opted Council Member: PL Yuen

Divisional Representatives

ILEVE: Dean Greer
Patrons: Scott Mason
SDE: Andy Krebs
SFE: Rimmy Vij
SLL: Helen Loomes
SoPHE: Peter White

Other CIBSE Representatives:

EC(UK) Board: Andrew Rowe
Fellows Network: Geoff Prudence
Equity, Diversity and Inclusivity (EDI) Panel: Kevin Mitchell
Nominations: Tony Day
YEN Mentor: Andrew Saville
Young Engineers Network: Erato Vasileiou
WiBSE: Annette Ash

Standing Committee Chairs

Communications Committee: David Fitzpatrick
Education Training and Membership: Andrew Rowe
Knowledge Management Committee: Ted Pilbeam
Professional Conduct Committee: Doug King
Regional Liaison Committee: Fiona Cousins
Technology Committee: Katie Clemence-Jackson

Members of the Board and Council (continued)

Special Interest Group Chairs

CIBSE ASHRAE: David Green
Building Simulation: Darren Woolf
Chimneys and Flues: Jim Kinnibrugh
CHP and District Heating: Huw Blackwell
Daylight: John Mardaljevic
Electrical Services: Leon Markwell
Energy Performance: Maria Spyrou
Facilities Management: Geoff Prudence
Healthcare: Steve Clifford
Heritage: Andrew More
Homes for the Future: Tom Lelyveld
HVAC Systems: Mary-Ann Clarke
Information Technology and Controls: Peter McDermott
Intelligent Buildings: Yangang Xing
Lifts: Michael Bottomley
Natural Ventilation: Owen Connick
Resilient Cities: Phil Henry
School Design: Andrew Wright

Regional Chairs

Australia & New Zealand: Phil Senn
East Anglia: Neil Fordham
East Midlands: Mahroo Eftekhari
Home Counties North East: David Perry
Home Counties North West: Gita Maruthayanar
Home Counties South East: Steven Peet
Home Counties South West: Hakeem Makanju
Hong Kong: Gary Chiang
Republic of Ireland: Stephen Weir
Merseyside & North Wales: Henry Gun-Why
Northern Ireland: Paul McGreevy
North East: Philip Hilton-West
North West: David Glover
Scotland: Ingrid Berkeley
South Wales: Thomas deBoeck
South West: Gonzalo Pastor Peñalba
Southern: Peter Prentice
UAE: Imran Shaikh
West Midlands: Jocelyn Brownlie
Yorkshire: Pritpal Jandu

Financial Review

The Institution's Annual Accounts are presented to comply with the Charities Act 2011, its Royal Charter and By-Laws, and to meet all applicable accounting standards including the Statement of Recommended Practice - Accounting and Reporting by Charities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP FRS 102). Investments are shown at market value and the Annual Accounts incorporate the assets, liabilities, income and expenditure of the Regions. The results of the Institution's commercial subsidiaries, CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited, are incorporated into the Consolidated Accounts.

Total income for 2023 was £9.55M, representing an increase of £1.1M on 2022. Most revenue streams across the Group improved in 2023. The most significant increase was seen in the members' subscription income, which grew by £0.47M from 2022 levels.

As a direct result of additional activity and following inflationary pressures, expenditure increased over the year to £9.36M from £7.70M in 2022. The Executive maintains focus on improving margins wherever possible, without impacting further growth.

The overall result of the above was a surplus before gains on investments of £181k, compared with a gain of £767k in the previous year. Favourable market conditions saw an unrecognised gain on investments in 2023 of £205k, resulting in a net surplus of £386k.

There was an actuarial loss on the Defined Benefit Pension Scheme of £381k, as a result of actuarial assumptions and the effect of the asset ceiling. The Institution continues to fund the recovery plan agreed following the triennial valuation of the Scheme carried out on 1st April 2020. However, with the scheme reaching a surplus position following the pursuit of a derisked investment strategy, it is likely the recovery plan will end in 2024, at the conclusion of the current triennial valuation.

As a result, funds increased by £5k remaining consistent with 2022.

The Group cash balance decreased from £1.68M in 2022 to £1.29M, as preparations for the Premises Relocation Project commenced.

The Trustees agreed to register the Institution with the Fundraising Regulator in 2023, in preparation for the Premises Relocation Project. However, fundraising activity does not commence until 2024.

Reserves Policy

The Institutions' reserves have been set to mitigate against financial risk faced by the organisation, including unforeseen interruptions to operations, possible shortfalls in budgeted income and to ensure all commitments can be met.

The Reserves Policy seeks to clearly calculate the target level of reserves, suitable to mitigate the inherent risk associated with the Institutions' operations. Where the reserves deviate from the target, plans will be made to bring the balance back in line with the desired reserve.

Financial Review (continued)

Reserves Policy (continued)

Cash generated from members' subscriptions remains consistent across the years. However, reserves provide reassurance that should our commercial entities not generate the contribution as anticipated through the strategy, the organisation will continue to meet its obligations.

At the year end, the Institution held free reserves of £1M (2022: £0.94M) against a target of £1.1M, being the amount of funds available excluding restricted and designated funds, and less reserves held as tangible fixed assets. The Trustees have set a free reserves target to cover 2 months overheads, 2 months staff costs and 1 month of other costs. The Trustees are comfortable that, whilst the current free reserves are slightly under the target, there is a clear plan to ensure the reserve reaches the target going forward, including future increases as the organisation continues to grow. The Trustees plan on repurposing the current contributions paid to cover the pension recovery plan into investments, in order to build back up reserves.

Any decision on the use of reserves rests with the Board on the advice of the Honorary Treasurer and the Finance, Risk, Audit & Governance Sub Committee.

Going Concern

Whilst considering the adoption of going concern for the Group, the Trustees take into account a number of factors including key risks facing the organisation, budgets and ongoing forecasting, cashflow forecasts, including sensitivity analysis, and short and long-term liquidity.

The Group's revenues continue to increase with substantial growth experienced across all areas. Membership income, which accounts for almost half of the Group's revenues, is up £476k on the previous year. The Institution continued to work hard to demonstrate member benefits and this was supported through access to substantial and essential knowledge provided by CIBSE, and an ever-growing presence in key government consultations.

The Institution also owns, in its entirety, the freehold premises from which it operates at 222 Balham High Road: an asset likely to be worth more to the Institution than is currently recognised in the accounts.

The Group conducts ongoing, detailed forecasts and cashflow analysis to assess liquidity and is confident that there are adequate resources to meet obligations falling due within the next 12 months and will continue to drive growth for the foreseeable future.

It is for the above reasons that the Trustees continue to consider CIBSE a going concern.

Risk Management

It is the responsibility of the Board, as Trustees of the Institution, to examine the major operational and business risks which the Institution faces and to establish appropriate systems to manage any significant risks.

Financial Review (continued)

Risk Management (continued)

Risk is assessed as part of the consideration of all new projects, and the Finance, Risk, Audit & Governance Sub Committee (FRAG) is charged with the detailed examination of the Institution's Risk Register. FRAG reviews the risk register at all four of its meetings to ensure a watching brief is kept and agile planning is in place. This review has identified and assessed the major risks faced by the Institution and confirmed that appropriate control systems have been established to manage those risks.

When considering the possible impact the Relocation Project might have on the organisation's operations, the Trustees have identified staff attrition as a considerable risk. Data driven analysis, including heat mapping of staff locations, has identified where this risk is greatest and early conversations have been had with staff. The Executive team are planning on this basis and mitigation is being put in place wherever possible.

The Trustees have also identified possible changes in market conditions as a key risk. This risk is greatest where it impacts the Group's Commercial entities' ability to support the activities of the Parent Charity. Regular forecasting and financial management, along with a watching brief and strong relationships with key stakeholders within the industry, help the institution plan for any such changes and what mitigation is needed.

Structure, Governance and Management

The Chartered Institution of Building Services Engineers is governed by its Royal Charter and By-Laws, which were awarded in 1976 and last amended in 2010, when they were substantially streamlined by the removal of many former By-Laws into a new set of Regulations. Further changes to the By-Laws and Regulations concerning Officer and Board Member nominations, appointments and elections were approved in General Meeting during 2018.

The members of the Board of the Institution are the Trustees of the Charity. The Board is composed of the Officers of the Institution (the President, the President Elect, the three Vice Presidents, the Honorary Treasurer and the Immediate Past President) and five additional members who are elected for a three-year term of office. The office of President is filled automatically by the previous year's President Elect, with the office of Immediate Past President being filled by the previous year's President. Under new rules approved during 2018, the Vice Presidents and the Honorary Treasurer are appointed by the Board, whilst the President-Elect position remains subject to election.

The Nominations Sub-Committee is required to nominate candidates to the Board each year for the forthcoming vacancies for President Elect, the appointments of Honorary Treasurer and Vice President and for upcoming members of the Board. All newly appointed Trustees are provided with an Induction Pack containing relevant information on their role, including Charity Commission guidance on Trustees' responsibilities. In addition, training on Trustees' responsibilities is carried out annually.

Structure, Governance and Management (continued)

The Board meets five times each year to direct the business of the Institution and is assisted by the House & Remuneration Sub Committee (which deals with terms and conditions of employment of the Chief Executive and senior staff and ad hoc issues) and the Finance, Risk, Audit & Governance Sub-Committee (which deals with budgeting, management and financial accounts, audit, risk and governance issues). The Standing Committees of the Institution (the Education, Training & Membership Committee, Technology Committee, Professional Practices Committee, Knowledge Management Committee and the Regional Liaison Committee) report to the Board and have delegated authority within their spheres of activity.

Governance and the review of processes and documentation is central to activities and interactions across CIBSE, with the results of reviews and initiatives regularly consulted on and reported to the FRAG Committee. Major progress has been made towards regular, ongoing and iterative review of processes and documents in order to ensure that they are brought and kept up to date and in line with changing regulation and practice. The requirements for document version control across CIBSE has been investigated and a new system will be introduced.

CIBSE Services Limited, one of two of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Services Limited is to generate income for the Institution through the development and operation of commercial activities which are aligned with and support the objectives of the Institution. The Chair of CIBSE Services Limited makes regular reports to the Board of the Institution.

CIBSE Certification Limited, the other of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Certification Limited is to generate income for the Institution through certification activities which are aligned with and support the objectives of the Institution. The Directors of CIBSE Certification Limited report to the Finance, Risk, Audit and Governance Sub Committee of the Institution.

The Chartered Institution of Building Services Engineers Hong Kong Ltd is a company limited by guarantee registered in Hong Kong. It was established to handle the operation of the CIBSE Hong Kong Region in order to meet local legislative requirements, and ultimate control of the company rests with the CIBSE Board through the appointment of its directors. The Hong Kong region otherwise operates in the same manner as other CIBSE regions, but under the auspices of this local incorporation.

Key management personnel remuneration

The Board is responsible for the governance and overall control of the Institution. The Chief Executive conducts the business of the Institution on a day-to-day basis under the direction of the Board, supported by the senior management staff of the Institution.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in Note 8 to the accounts.

Structure, Governance and Management (continued)

Key management personnel remuneration (continued)

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Institution's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's Chief Executive and senior management staff is reviewed annually by the House & Remuneration Sub Committee, which is a sub-committee of the Board of Trustees comprising the President, President-Elect, Immediate Past President and Honorary Treasurer. Authority is delegated to the House Sub Committee to appraise the performance of the Chief Executive and to approve any increase to the remuneration of the Chief Executive and of the senior management staff.

A range of factors are considered in this process, including job performance, price and earnings inflation, market conditions and comparisons with other professional institutions.

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institution and the Group and of the incoming resources and application of resources of the Institution and the Group for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Institution and the Group will continue in operation.

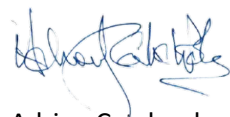
The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Institution's transactions and that disclose with reasonable accuracy at any time the financial position of the Institution and the Group and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Institution and the Group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Structure, Governance and Management (continued)

Trustees Responsibilities (continued)

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Institution and the Group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:



Adrian Catchpole
President 2023 – 2024

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Opinion

We have audited the financial statements of the Chartered Institution of Building Services Engineers (the "parent charity") and its subsidiaries (the "group") for the year ended 31 December 2023 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Institution Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charity's affairs as at 31 December 2023 and of the group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group or parent charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept by the parent charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 53, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the group's and the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Auditor's responsibilities for the audit of the financial statements (continued)

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charities ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable for fraud. The laws and regulations we considered in this context for the UK operations were General Data Protection Regulations, taxation legislation, health & safety legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Extent to which the audit was considered capable of detecting irregularities, including fraud (continued)

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Finance, Risk, Audit and Governance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, analytical procedures and sample testing of income, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe U.K. LLP

Crowe U.K. LLP
Statutory Auditor
London
Date: 23 April 2024

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Unrestricted Funds £	Restricted Funds £	Total 2022 £
INCOME FROM:							
Donations and legacies	3	-	-	-	39,000	-	39,000
Charitable activities							
Members' subscriptions		4,201,389	56,790	4,258,179	3,727,068	54,802	3,781,870
Fees receivable for charitable services	3	756,768	1,100	757,868	529,302	14,525	543,827
Other trading activities							
Trading subsidiary companies		4,330,666	-	4,330,666	4,034,888	-	4,034,888
Investments							
Investment income	4	199,776	-	199,776	71,540	-	71,540
Total income		<u>9,488,599</u>	<u>57,890</u>	<u>9,546,489</u>	<u>8,401,798</u>	<u>69,327</u>	<u>8,471,125</u>
EXPENDITURE ON:							
Raising funds							
Trading subsidiary companies		3,924,260	-	3,924,260	3,390,955	-	3,390,955
Charitable activities							
Membership		2,724,082	-	2,724,082	1,937,147	-	1,937,147
Technical		439,190	54,540	493,730	420,800	48,124	468,924
Regional & special interest groups		1,651,631	-	1,651,631	1,393,563	-	1,393,563
Research		504,939	-	504,939	513,258	-	513,258
Premises Relocation Project		66,331	-	66,331	-	-	-
Total expenditure	5	<u>9,310,433</u>	<u>54,540</u>	<u>9,364,973</u>	<u>7,655,723</u>	<u>48,124</u>	<u>7,703,847</u>
Net income before gains on investments		178,166	3,350	181,516	746,075	21,203	767,278
Net loss/gain on investments	10	204,914	-	204,914	(295,953)	-	(295,953)
Net income		383,080	3,350	386,430	450,122	21,203	471,325
Other recognised losses							
Actuarial loss on defined benefit pension scheme	19	(381,142)	-	(381,142)	(198,000)	-	(198,000)
Net movement in funds		1,938	3,350	5,288	252,122	21,203	273,325
Fund balances brought forward at 1 January		<u>3,135,704</u>	<u>153,529</u>	<u>3,289,233</u>	<u>2,883,582</u>	<u>132,326</u>	<u>3,015,908</u>
Fund balances carried forward at 31 December		<u>3,137,642</u>	<u>156,879</u>	<u>3,294,521</u>	<u>3,135,704</u>	<u>153,529</u>	<u>3,289,233</u>

All amounts relate to continuing activities.

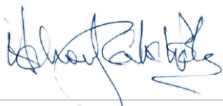
The notes on pages 62 to 84 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED AND INSTITUTION BALANCE SHEETS AS AT 31 DECEMBER 2023

		Group		The Institution	
		2023	2022	2023	2022
	Note	£	£	£	£
Fixed assets					
Tangible assets	8	626,460	731,025	526,206	581,936
Investments	10	2,291,203	2,086,289	2,291,207	2,086,293
Total fixed assets		2,917,663	2,817,314	2,817,413	2,668,229
Current assets					
Stocks of publications		22,908	26,665	-	-
Debtors	12	1,983,801	1,138,752	1,571,705	708,538
Cash at bank and in hand		1,292,931	1,678,628	900,118	1,107,818
Total current assets		3,299,640	2,844,045	2,471,823	1,816,356
Liabilities					
Creditors: Amounts falling due within one year	13	(2,922,782)	(2,372,126)	(2,585,107)	(2,080,515)
Net current assets/(liabilities)		376,858	471,919	(113,284)	(264,159)
Total assets less current assets/(liabilities)		3,294,521	3,289,233	2,704,129	2,404,070
Defined benefit pension scheme asset	19	-	-	-	-
Total net assets		3,294,521	3,289,233	2,704,129	2,404,070
The funds of the charity					
Restricted Funds	14	156,879	153,529	156,879	153,529
Unrestricted funds					
General fund	15	1,464,158	1,677,948	873,766	792,785
Designated funds	15	1,673,484	1,457,756	1,673,484	1,457,756
Total charity funds	18	3,294,521	3,289,233	2,704,129	2,404,070

Approved and authorised for issue on behalf of the Board of Trustees on 18/04/2024


 Adrian Catchpole
 President


 Vince Arnold

The notes on pages 62 to 84 form part of these financial statements.

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THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	2023 £	2022 £
Cash inflows from operating activities:			
Net cash provided by operating activities	I	(570,704)	325,634
Net cash flow from investing activities:			
Income from investments		199,776	71,539
Purchase of property, plant and equipment		(14,769)	(189,215)
Proceeds from sale of investments		-	-
Purchase of investments		-	-
Net cash used in investing activities		185,007	(117,676)
Cash flows from financing activities			
Cash outflows for repayment of previous borrowing		-	(441,667)
Cash inflows from new borrowing		-	-
Net cash provided by/(used in) financing activities		-	(441,667)
(Decrease)/Increase in cash in the year	II	(385,697)	(233,710)
Net cash funds at 1 January		1,678,628	1,912,339
Net cash funds at 31 December		1,292,931	1,678,628

Notes to the cash flow statement

I. Reconciliation of net income to net cash flow from operating activities

Net income for the reporting period (as per the Statement of Financial Activities)	386,430	471,325
Net loss/(gain) on investments	(204,914)	295,955
Investment income	(199,776)	(71,540)
Depreciation charges	119,334	123,266
Decrease/ (increase) in stocks of publications	3,757	(3,058)
(Increase) in debtors	(845,049)	(389,853)
Increase in creditors	550,657	88,539
Decrease in pension asset to liability	(381,143)	(189,000)
Net cash provided by operating activities	(570,704)	325,634

II. Analysis of changes in net funds excluding term deposits

	At 01/01/2023 £	Cash Flows £	At 31/12/2023 £
Short term deposits (<i>deposited on 24 hour notice</i>)	1,183,627	(300,272)	883,355
Cash at bank and in hand	495,001	(85,425)	409,576
Total cash and cash equivalents	1,678,628	(385,697)	1,292,931

The notes on pages 62 to 84 form part of these financial statements.

1 GENERAL INFORMATION

The Chartered Institution of Building Services Engineers is a charity registered in England and Wales, registration number 278104. It is governed by its Royal Charter and By-laws which were awarded in 1976 and last amended in 2010. The registered office is 222 Balham High Road, London, SW12 9BS.

2 ACCOUNTING POLICIES

The principal policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) and the Charities Act 2011.

The Chartered Institution of Building Services Engineers meets the definition of a public benefit entity under FRS 102.

2.2 Going concern

Having reviewed the Group's forecasts and cashflow projections, the Trustees believe there to be no material uncertainties about the Group's ability to continue as a going concern. The Trustees believe this will be aided by recent and upcoming changes to regulation within the construction industry, in view of the Group's ability to influence those changes and assist in that transition, alongside significant reductions to the Group's cost base.

The Trustees believe there is adequate cash and liquid investments to meet their liabilities as they fall due for at least a year from the date of the signing of these accounts. As such the Trustees continue to adopt the going concern basis for the preparation of the annual financial statements.

The most significant areas of judgement and key assumptions that affect the items in the financial statements relate to the estimation of the defined benefit pension scheme's assets and liabilities (see Note 2.18 and Note 20).

2.3 Financial statements of the Institution and its trading subsidiaries

The financial statements include the consolidation of CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited (CIBSE Hong Kong Limited), all wholly owned subsidiaries of the Institution.

No separate Statement of Financial Activities has been presented for the Institution. The results of the Institution for the year ended 31 December 2023 are included in Note 16.

2 ACCOUNTING POLICIES *(continued)*

2.3 Financial statements of the Institution and its trading subsidiaries (continued)

The Institution has taken advantage of the disclosure exemption permitted by FRS 102 of the requirements of Section 7 Statement of Cash Flows to not disclose a charity-only Statement of Cash Flows.

2.4 Funds

The Institution has divided its funds into categories according to their nature and purpose as follows:

Unrestricted funds

Funds available for the Institution to pursue all of its objectives under its Royal Charter and comprise:

General fund

This represents the undesignated accumulated surpluses from funds available for the general objectives of the Institution.

Designated fund

Funds designated to pursue a particular objective or group of objectives under the Royal Charter and comprise:

Research Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering.

Education Fund

CIBSE established this fund with the objective of raising and designating funds to enable CIBSE to further education in the art, science and practice of building services engineering.

Richard Tully Family Publication Fund

This fund was established by the designation of a gift from Richard E J Tully, with the objective of funding awards to encourage the continued publication of good engineering practice in the profession of building services engineering.

Domestic Building Services Panel Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering for Domestic Heating publications.

Society of Light and Lighting Fund

This fund has the objective of funding the operations of the Society of Light and Lighting Fund.

Ken Dale Fund

This fund was established following receipt of a legacy from past president Ken Dale designated to advance the art, science and practice of building services engineering in his name.

Graham Manly Fund

This fund was established following receipt of a legacy from past president, Graham Manly. The fund has been designated for the use and promotion of Building Services Engineering in schools.

Liz Peck Fund

This fund was established following receipt of a legacy from past Society of Light and Lighting (SLL) president, Liz Peck. The fund has been designated to be used to inspire and educate young adults and those at the earlier stages of their lighting career and will be managed by the SLL.

2 ACCOUNTING POLICIES *(continued)*

2.4 Funds *(continued)*

Restricted funds

These funds have been received by the Institution with specific restrictions on their use within the objectives of its Royal Charter and comprised:

Patrons Fund

This fund was formed to provide a base for financing activities of concern to the building services industry as a whole, for which adequate funds were not available within the unrestricted funds of the Institution, and to provide liaison between the Institution and its members with the commercial organisations involved in building services engineering.

2.5 Branches, groups and regions

The activities of branches, groups and regions, together with their assets and liabilities are incorporated within these accounts.

2.6 Income

Subscriptions

Subscriptions due are treated as income for the periods to which they relate. Subscriptions received in respect of future years are carried forward in the financial statements as deferred income until the relevant subscription year.

Legacies

Legacies are included in the Statement of Financial Activities where probate was granted prior to the balance sheet date and a distribution is considered probable and the amount can be reliably estimated.

Donations and grants

Donations are recognised on a cash basis and grants are included in the financial statements when receivable.

Volunteers

CIBSE as an organisation relies heavily on its volunteers to allow it to carry out the wide variety of work that it does, across a range of fields within building services. Attempting to provide such in-depth knowledge for an industry as diverse as building services is an enormous undertaking, and would be impossible without the hundreds of experts who give their time and resources to the Institution and work to remain on the forefront of technology.

Carrying out a variety of roles on a voluntary basis for CIBSE, from contributing to technical papers, to serving on the board and deciding strategy, to helping at events and with media requests, the volunteers give substantial resources at a time when the industry has never been more stretched. However, as it is impractical to place a monetary value on the volunteers' contribution due to the absence of a reliable measurement basis, the contribution of volunteers are not included as income in the financial statements.

Fees received for charitable services

These represent amounts receivable in respect of goods and services during the year, which are recognised when the goods and services are exchanged or service performed.

Investment income and gains

Investment income, including any tax recoverable thereon, is included in the financial statements in the year in which they are receivable. Investment gains and losses are incorporated in the financial statements as they occur. Unrealised gains and losses arising from the valuation of investments, together with any movements in such gains are separately identified within the financial statements.

2 ACCOUNTING POLICIES *(continued)*

2.7 Expenditure

Expenditure is accounted for on an accrual basis and is recognised where there is a legal and constructive obligation to pay for the expenditure.

Charitable expenditure comprises expenses incurred on the defined charitable purposes of the Institution. Cost of raising funds comprises expenses incurred in enhancing and maintaining the public image of the Institution and expenditure incurred in trading activities that raise funds.

Governance costs comprise expenses incurred in the governance of the Institution and its assets and are primarily associated with constitutional and statutory requirements.

Each category includes direct expenses and staff costs, together with an allocation of overhead costs based on a combination of direct staff costs and activity levels.

2.8 Tangible fixed assets

Freehold land is not depreciated. The charity separately identifies the major components of its properties and charges depreciation so as to write down the cost of each component to its estimated residual value on a straight line basis over its expected useful life.

The useful lives are as follows:	Building structure	50 years
	Doors	30 years
	Windows	10 years
<i>Other tangible fixed assets:</i>	Computer equipment	3 - 5 years
	Fixtures & fittings	5 years

2.9 Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Unlisted investments comprise investments in subsidiaries which are measured at cost less impairment.

A source of financial risk faced by the charity is that is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities, particularly currency risk, and within particular sectors or sub sectors.

2 ACCOUNTING POLICIES *(continued)*

2.10 Impairments

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. When the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

2.11 Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

A financial asset is derecognised only when the contractual rights to cash flows expire or are settled, or substantially all the risks and rewards of ownership are transferred to another party, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party. A financial liability (or part thereof) is derecognised when the obligation specified in the contract is discharged, cancelled or expires.

2.12 Stocks

Finished stocks relate to technical publications and are stated at the lower of cost and net realisable value. Cost comprises the price of purchasing, printing, binding and compilation.

2.13 Debtors

Trade and other debtors which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price. Trade debtors are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original term of the contract. Impairment losses are recognised in the statement of financial activities for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in the statement of financial activities.

2.14 Cash at bank and in hand

Cash at bank and in hand include cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit.

2.15 Creditors

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.16 Holiday pay accruals

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the balance sheet date.

2 ACCOUNTING POLICIES (continued)

2.17 Pension contributions

The Institution operates a non-contributory pension scheme providing benefits based on final pensionable salary. The assets of the scheme are invested with an insurance company and are totally separate from those of the Institution. This scheme was closed to new members in 1999. The Institution has fully adopted the disclosures set out in section 28 of FRS 102. The difference between the fair value of the assets held in the Institution's defined benefit pension scheme and the scheme's liabilities measured on an actuarial basis using the projected unit method are recognised in the Institution's Balance Sheet as a pension scheme asset or liability as appropriate. The carrying value of any resulting pension scheme asset is restricted to the extent that the Institution is able to recover the surplus either through reduced contributions in the future or through refunds from the scheme.

Changes in the defined benefit pension scheme asset or liability arising from factors other than cash contributions by the Institution are charged to the Statement of Financial Activities in accordance with section 28 of FRS 102. The Institution contributes to a stakeholder pension scheme operated by Aviva and is open to all employees. The annual contribution payments are charged to the Statement of Financial Activities.

2.18 Taxation

The Institution is registered as a charity, registration number 278104, and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

2.19 Foreign currencies

Transactions in foreign currency are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

2.20 Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME

Donation income receivable in the year is derived from:

	Unrestricted funds	Restricted funds	Total 2023	Unrestricted funds	Restricted funds	Total 2022
	£	£	£	£	£	£
Donations receivable	-	-	-	39,000	-	39,000
	-----	-----	-----	-----	-----	-----
	-	-	-	39,000	-	39,000
	-----	-----	-----	-----	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME (*continued*)

Fees receivable for charitable services for the year is derived from:

	Unrestricted funds	Restricted funds	Total 2023	Unrestricted funds	Restricted funds	Total 2022
	£	£	£	£	£	£
Training delegate fees	93,159	1,100	94,259	39,342	14,525	53,867
Publications	18,296	-	18,296	11,406	-	11,406
Societies sponsorship fees	1,075	-	1,075	159,199	-	159,199
Grants and royalties	293,261	-	293,261	121,326	-	121,326
Sundry	350,977	-	350,977	198,029	-	198,029
	756,768	1,100	757,868	529,302	14,525	543,827

4 INVESTMENT INCOME

Investment income for the year is derived from:

	Unrestricted funds	Restricted funds	Total 2023	Unrestricted funds	Restricted funds	Total 2022
	£	£	£	£	£	£
Listed investments	65,538	-	65,538	65,539	-	65,539
Cash deposits	26,238	-	26,238	6,000	-	6,000
Defined Benefit Pension Scheme Interest	108,000	-	108,000	-	-	-
	199,776	-	199,776	71,539	-	71,539

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

5 EXPENDITURE

	Staff Direct Costs £	Other Direct Costs £	Staff Support Cost £	Other Support Cost £	2023 Total £	2022 Total £
Expenditure on raising funds						
Trading subsidiary companies	1,646,673	2,277,587	-	-	3,924,260	3,390,954
Expenditure on charitable activities						
Membership	764,686	217,206	1,052,506	689,684	2,724,082	1,937,146
Technical	98,544	170,672	135,635	88,879	493,730	468,924
Regional & special interest groups	305,300	650,765	420,211	275,355	1,651,631	1,393,563
Research	88,519	214,747	121,836	79,837	504,939	513,258
Premises Relocation Project	-	-	-	66,331	66,331	-
	-----	-----	-----	-----	-----	-----
	2,903,722	3,530,977	1,730,188	1,200,086	9,364,973	7,703,847
	-----	-----	-----	-----	-----	-----

6 SUPPORT COSTS

The support costs have been allocated on the following basis:

Support cost	Basis of allocation	2023 £	2022 £
Administration staff and welfare	Staff costs	1,730,190	1,179,228
Temporary staff, recruitment & consultants	Direct allocation to projects	75,402	42,380
Meeting costs	Direct allocation to projects	103,860	2,310
Office costs	Total number of employees	113,623	97,245
Premises	Area occupied basis	86,674	62,828
Premises Relocation Project	Direct allocation to projects	66,331	-
IT	Direct allocation to projects	403,759	270,503
Legal & professional fees	Direct allocations to projects	67,501	128,489
Depreciation	Direct allocation to projects	60,615	69,443
Bad debt	Actual	13,405	3,978
Marketing	Direct allocation to projects	64,384	42,614
		-----	-----
		2,785,744	1,899,018
		-----	-----
Governance costs	Basis of allocation		
Auditor's remuneration - statutory audit	Direct allocation to projects	47,653	20,000
AGM & annual report cost	Direct allocation to projects	62,272	12,374
Trustees expenses	Direct allocation to projects	34,605	15,832
		-----	-----
		144,530	48,206
		-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

7 STAFF COSTS

	2023	2022
	£	£
Wages and salaries	3,598,861	3,050,474
Training, travel and recruitment	299,361	167,691
Temporary staff and agency fees	92,808	21,895
Social security costs	411,017	358,905
Pension costs:	-	-
Defined contribution pensions	231,863	189,584
Defined benefit pensions	-	22,366
	<u>4,633,910</u>	<u>3,810,915</u>

The average number of employees during the year, who were all engaged in the activities of the Institution and its subsidiaries, was:

67 61

The key management personnel of the parent charity, the Institution, comprise the Trustees, the Chief Executive Officer and the senior management team. Total employee benefits of key management personnel for the year under review were £898,842.46 (2022: £1,022,962). No Trustee received remuneration in 2023 or 2022.

None of the Institution's wholly-owned subsidiaries employ staff directly. As a result, the key management personnel and their aggregate employee benefits for the group is the same as the Institution as disclosed above.

The number of employees earning total emoluments of £60,000 or more:

£60,001 to £70,000	7	5
£70,001 to £80,000	2	3
£80,001 to £90,000	2	1
£90,001 to £100,000	-	1
£100,001 to £110,000	2	-
£120,001 to £130,000	1	1
£180,001 to £190,000	-	1
£220,001 to £230,000	-	1
£250,001 to £260,000	2	-

Contributions in the year for provision of the pension schemes in respect of key senior management personnel amounted to £42,517 for 5 staff (2022: £74,263 for 8 staff).

During the year, no termination payments were made (2022: two non-director employees were paid termination payments of £11,696.)

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

8 TANGIBLE FIXED ASSETS

Group	Freehold Property	Computer Equipment	Furniture & Equipment	Total
	£	£	£	£
Cost				
Balance at 1 January 2023	465,179	1,239,070	294,735	1,998,984
Additions	-	14,769	-	14,769
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2023	465,179	1,253,839	294,735	2,013,753
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2023	166,738	841,062	260,159	1,267,959
Charge for the year	4,324	111,273	3,737	119,334
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2023	171,062	952,335	263,896	1,387,293
	-----	-----	-----	-----
Net book value				
At 31 December 2023	294,117	301,504	30,839	626,460
	-----	-----	-----	-----
At 31 December 2022	298,441	398,008	34,576	731,025
	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

9 TANGIBLE FIXED ASSETS (*continued*)

Institution	Freehold Property £	Computer Equipment £	Furniture & Equipment £	Total £
Cost				
Balance at 1 January 2023	465,179	591,726	290,053	1,346,958
Additions	-	8,237	-	8,237
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2023	465,179	599,963	290,053	1,355,195
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2023	166,738	341,871	256,413	765,022
Charge for the year	4,324	56,347	3,296	63,967
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2023	171,062	398,218	259,709	828,989
	-----	-----	-----	-----
Net book value				
At 31 December 2023	294,117	201,744	30,345	526,206
	-----	-----	-----	-----
At 31 December 2022	298,441	249,855	33,640	581,936
	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

10 FIXED ASSETS INVESTMENTS

	Group		The Institution	
	2023	2022	2023	2022
	£	£	£	£
Balance as at 1 January	2,086,289	2,382,242	2,086,293	2,382,246
Purchase of units	-	-	-	-
Sale of units	-	-	-	-
Net gains on investments				
Gains on sale of investments	-	-	-	-
Net (loss)/ gain on revaluation at 31 December	204,914	(295,953)	204,914	(295,953)
Balance as at 31 December	2,291,203	2,086,289	2,291,207	2,086,293

Investments are made up of:

Listed investments	2,291,203	2,086,288	2,291,203	2,086,288
<u>Trading subsidiaries:</u>				
100% interest in CIBSE Services Limited	-	-	2	2
100% interest in CIBSE Certification Limited	-	-	2	2
100% interest (100% Group / 50% The Institution) in The Chartered Institution of Building Services Engineers Hong Kong Limited	-	-	-	-
	2,291,203	2,086,288	2,291,207	2,086,292

The historical cost of listed investments are:

Listed Investments cost at 1 January	2,243,476	2,243,476	2,243,476	2,243,476
Less: sale of units	-	(2,243,476)	-	(2,243,476)
Add: Purchase of units	-	2,243,476	-	2,243,476
Listed Investments cost at 31 December	2,243,476	2,243,476	2,243,476	2,243,476

The listed investments are managed on behalf of the Institution by CCLA Investment Management Limited.

The significance of financial instruments to the ongoing financial sustainability of the Institution is considered in the investment powers section of the Trustees' Annual Report. The basis of fair value for listed investments is equivalent to the market value, using the mid-market price.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS

The Trustees of the Institution are the members of Board, who are drawn, from time to time, from the membership of the Institution. No member of Board received any remuneration or benefits-in-kind for their duties as Trustees (2022: Nil).

Members of the Board of Trustees are reimbursed for travelling and other expenses whilst engaged on the activities of the Institution.

	2023	2022
	£	£
Reimbursements were made as follows:		
Reimbursed to 12 Trustees (2022: 11 Trustees)	35,426	14,968
	-----	-----

Under the terms of the Royal Charter & Bylaws, the Institution is empowered to make reasonable and proper payments to members for services actually rendered to the Institution. This power includes Trustees, in their capacity as members of the Institution. In their capacity as members of the Institution, Trustees are obliged to pay annual subscriptions due to the Institution and are entitled to take advantage of the services offered by the Institution and its subsidiary company, on the same terms offered to all members, or to the general public. Where members or their connections provide services to, or utilise any other services or facilities of the Institution, the amounts paid to or charged by the Institution are based on either:

- Standard rates paid by the Institution to members and non-members alike, for services such as lecturing or interviewing of candidates; or
- Rates negotiated on behalf of the Institution, independently of the member involved, by the Board, or their delegated committee, based on competitive tenders or general commercial rates.

During the year, the Institution is aware that payments have been made by the Institution for commercial services provided to it, or charges made by the Institution for utilising other services or facilities of the Institution, by certain Members of the Board of Trustees, or their connections, as follows:

During 2023, there was £7,410 paid to a Trustee, Vincent Arnold, for speaker fees in relation to training on the Building Safety Act (2022: £4,875 paid to Vincent Arnold for speaker fees in relation to the Building Safety Act).

As at 31 December 2023, CIBSE owed £49,704 to the CIBSE Benevolent Fund Trust (2022: CIBSE owed £28,631), a related party by virtue of the Fund's objectives to provide support to members or former members of CIBSE and their immediate dependants of such persons. The following transactions took place during the year:

	2023	2022
	£	£
Administration fee charged to the Benevolent Fund	2,884	1,750
Payments made on behalf of the Benevolent Fund		
Expenses	1,576	1,116
Grants	1,100	1,600
Amounts received on behalf of the Benevolent Fund		
Donations	26,632	19,051

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS CONTINUED

As at 31 December 2023, CIBSE owed £333,069 to CIBSE Services Ltd (2022: CIBSE owed £334,445), a related party as a wholly owned subsidiary. The following transactions took place during the year:

	2023 £	2022 £
Amount received under gift aid from Services	654,956	211,415
Overheads recharged to Services	153,750	130,975
Amount paid to Services for development and content of the Knowledge Portal	180,061	173,216
Amount received for staff costs	1,177,179	951,722

As at 31 December 2023, CIBSE was owed £632,598 from CIBSE Certification Ltd (2022: CIBSE was owed £56,251), a related party as a wholly owned subsidiary. The following transactions took place during the year:

	2023 £	2022 £
Amount received under gift aid from Certification	71,479	32,394
Overheads recharged to Certification	43,658	43,658
Amount received for staff costs	392,825	385,394

As at 31 December 2023, there was no outstanding balance with CIBSE Hong Kong Ltd (2022: balance was also Nil), a related party as the Institution is an ultimate controlling party. The following transaction took place between the parties during the year:

	2023 £	2022 £
Annual regional grant paid to CIBSE Hong Kong Limited	41,085	65,971

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

12 DEBTORS

	Group		The Institution	
	2023	2022	2023	2022
	£	£	£	£
Trade debtors	1,430,387	596,184	748,131	336,234
Amounts owed by group undertakings	-	-	546,475	132,303
Prepayments and accrued income	453,313	411,253	245,123	140,931
Other debtors	100,101	131,315	31,976	99,070
	-----	-----	-----	-----
	1,983,801	1,138,752	1,571,705	708,538
	-----	-----	-----	-----

13 CREDITORS: AMOUNTS DUE WITHIN ONE YEAR

	Group		The Institution	
	2023	2022	2023	2022
	£	£	£	£
Trade creditors	287,413	225,292	186,545	141,778
Amounts owed to group undertakings	-	-	285,549	334,446
Accruals	150,398	250,486	87,623	137,531
Deferred income: amounts received in advance for subscriptions & services	1,972,702	1,332,142	1,612,125	1,063,014
Taxation and social security	101,400	182,112	50,173	95,531
Other creditors	410,869	382,094	363,092	308,215
	-----	-----	-----	-----
	2,922,782	2,372,126	2,585,107	2,080,515
	-----	-----	-----	-----

Deferred income

At 1 January	1,332,142	1,206,898	1,063,014	912,263
Amounts released to income	(1,332,142)	(1,206,898)	(1,063,014)	(912,263)
Amount deferred in the year	1,972,702	1,332,142	1,612,125	1,063,014
	-----	-----	-----	-----
At 31 December	1,972,702	1,332,142	1,612,125	1,063,014
	-----	-----	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

14 RESTRICTED FUNDS – Group

Current Year	Movement in Funds				Balance at 31 December 2023
	Balance at 1 January 2023	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	153,529	57,890	(54,540)	-	156,879
	-----	-----	-----	-----	-----
	153,529	57,890	(54,540)	-	156,879
	-----	-----	-----	-----	-----

Prior Year	Movement in Funds				Balance at 31 December 2022
	Balance at 1 January 2022	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	132,326	69,327	(48,124)	-	153,529
	-----	-----	-----	-----	-----
	132,326	69,327	(48,124)	-	153,529
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

15 UNRESTRICTED AND DESIGNATED FUNDS – Group

Current Year

	Movement In Funds				
	Balance at 1			Net of	Balance at 31
	January			investments gain	December
	2023	Income	Expenditure	& pension	2023
	£	£	£	movement	£
Research Fund	292,228	417,597	(316,470)	-	393,355
Education Fund	63,273	1,335	(431)	-	64,177
Richard Tully Family Publication Fund	147,856	3,141	-	-	150,997
Domestic Building Services Panel Fund	315,100	83,947	(41,620)	-	357,427
Society of Light and Lighting	402,270	223,592	(153,881)	-	471,981
Ken Dale Fund	107,365	2,202	(3,690)	-	105,877
Graham Manly Fund	89,868	1,892	(786)	-	90,974
Liz Peck Fund	39,796	805	(1,905)	-	38,696
	-----	-----	-----	-----	-----
Designated Funds	1,457,756	734,511	(518,783)	-	1,673,484
General Fund	1,677,948	8,754,088	(8,791,649)	(176,229)	1,464,158
	-----	-----	-----	-----	-----
Unrestricted Funds	3,135,704	9,488,599	(9,310,432)	(176,229)	3,137,642
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

Prior Year

	Movement In Funds				
	Balance at 1			Net of	Balance at 31
	January			investments gain	December
	2022	Income	Expenditure	& pension	2022
	£	£	£	movement	£
Research Fund	273,937	271,535	(253,244)	-	292,228
Education Fund	62,439	1,265	(431)	-	63,273
Richard Tully Family Publication Fund	144,899	2,957	-	-	147,856
Domestic Building Services Panel Fund	277,578	63,017	(25,495)	-	315,100
Society of Light and Lighting	372,399	199,823	(169,952)	-	402,270
Ken Dale Fund	109,232	2,148	(4,015)	-	107,365
Graham Manly Fund	-	95,323	(5,455)	-	89,868
Liz Peck Fund	-	39,796	-	-	39,796
	-----	-----	-----	-----	-----
Designated Funds	1,240,484	675,864	(458,592)	-	1,457,756
General Fund	1,643,099	7,895,180	(7,366,378)	(493,953)	1,677,948
	-----	-----	-----	-----	-----
Unrestricted Funds	2,883,583	8,571,044	(7,824,970)	(493,953)	3,135,704
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

16 RESULTS OF THE INSTITUTION

	2023	2022
	£	£
Total income	5,958,088	4,680,423
Total expenditure	(5,481,799)	(4,378,864)
	-----	-----
Net income before gains on investments	476,289	301,559
Net gains on investments	204,914	(295,953)
	-----	-----
Net income after gains on investments	681,203	5,606
Actuarial loss on defined benefit pension scheme	(381,142)	(198,000)
	-----	-----
Net movement in funds	300,061	(192,394)
	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

17 TRADING SUBSIDIARIES

The Group has three wholly owned subsidiaries, CIBSE Services Limited (company registered no. 03645473) and CIBSE Certification Limited (company registered no. 06083016), which are both incorporated in the UK and The Chartered Institution of Building Services Engineers Hong Kong Limited, which is incorporated in Hong Kong. CIBSE Services Limited and CIBSE Certification Limited carry out various activities in pursuance of the charitable aims of the Institution and operates various commercial activities. CIBSE Services Limited and CIBSE Certification Limited donate their taxable profit to the Institution. The principal activities of The Chartered Institution of Building Services Engineers Hong Kong Limited are the provision of conferences and exhibition services.

A summary of the trading results and net assets of the subsidiaries for the reporting year are shown below. Audited accounts for all of the subsidiaries are filed with their respective Registrars.

	CIBSE Services Limited	CIBSE Certification Limited	CIBSE HK Limited
	£	£	£
Turnover	3,545,223	859,305	147,283
Cost of sales	(2,253,173)	(697,133)	(187,400)
Administration expenses	(863,458)	(128,096)	-
Operating profit	428,592	34,076	(40,117)
Interest receivable	9,110	-	-
Net profit/(loss) before gift aid	437,702	34,076	(40,117)
The aggregate of the assets, liabilities and funds was:			
Fixed assets	87,762	11,997	495
Net current assets/(liabilities)	435,919	(2,161)	56,379
Net assets	523,681	9,836	56,874
Funds			
Called up share capital	2	2	-
Reserves	523,679	9,833	56,874
	523,681	9,835	56,874

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

18 ANALYSIS OF CONSOLIDATED NET ASSETS BETWEEN FUNDS

Current Year

	General Funds	Designated Funds	Restricted Funds	Total 2023
	£	£	£	£
Fund balances				
Fixed assets	626,460	-	-	626,460
Investments	2,291,203	-	-	2,291,203
Net current assets/(liabilities)	(1,375,908)	1,595,887	156,879	376,858
	-----	-----	-----	-----
Net assets excluding pension scheme asset	1,541,755	1,595,887	156,879	3,294,521
Defined benefit pension scheme asset	-	-	-	-
	-----	-----	-----	-----
Net assets including pension scheme asset	1,541,755	1,595,887	156,879	3,294,521
	-----	-----	-----	-----

Prior Year

	General Funds	Designated Funds	Restricted Funds	Total 2022
	£	£	£	£
Fund balances				
Fixed assets	731,025	-	-	731,025
Investments	2,086,288	-	-	2,086,288
Net current (liabilities)/assets	(1,139,365)	1,457,756	153,529	471,920
	-----	-----	-----	-----
Net Assets excluding pension scheme liability	1,677,948	1,457,756	153,529	3,289,233
Defined benefit pension scheme asset	-	-	-	-
	-----	-----	-----	-----
Net assets including pension scheme liability	1,677,948	1,457,756	153,529	3,289,233
	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

19 CIBSE PENSION SCHEMES

CIBSE operates both a defined contribution and a defined benefit pension scheme which require contributions to be made separately to administered funds for the benefit of the employees. The defined contribution scheme was opened in November 2001 and employer contribution commenced in April 2007.

Final salary pension scheme

The defined benefit scheme has been reported under section 28 of FRS 102. The most recent actuarial valuation was at 1 April 2020 and it showed that the market value of the scheme's assets was £4,258,000.

The Trustees and the employer agreed to additional employer contributions of £150,000 p.a. until the Funding Valuation shortfall is addressed. The actuarial valuation calculated the Funding Valuation shortfall is expected to be addressed until 28 February 2026. The payments are payable by the last day of February each year and are due to remain the same over the period.

The number of employees in the scheme at the year end were:

	2023	2022
Active employees	-	-
Deferred pensioners	13	14
Pensioners	28	27

The financial assumptions used by the actuary to calculate the scheme liabilities under FRS 102 were as follows:

	2023	2022
Rate of increase in salaries	n/a	n/a
Rate of increase in pensions in payments accrued before 6 April 1997	3.0%	3.0%
Rate of increase in pensions in payments accrued after 6 April 1997	3.0%	3.0%
Discount rate	4.7%	5.1%
Retail price inflation	3.1%	3.3%

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

19 CIBSE PENSION SCHEMES (*continued*)

	2023 £'000	2022 £'000
<i>Analysis of the amount charged to expenditure</i>		
Current service cost	-	(11)
Total service cost	-	(11)
<i>Net interest costs</i>		
Interest income on plan assets	251	103
Interest expense on defined benefit obligation	(143)	(75)
Net return	108	28
Total pension costs charged to the Statement of Financial Activities	108	17
<i>Analysis of the actuarial loss recognised in the Statement of Financial Activities</i>		
Actual return on plan assets, excluding interest income	223	(608)
Experience gains and losses arising on the scheme liabilities	15	(186)
Changes in assumptions underlying the present value of the scheme liabilities	(47)	1,195
Effect of asset ceiling	(572)	(599)
Total actuarial loss recognised in the Statement of Financial Activities	(381)	(198)
<i>Analysis of the pension accounting information under FRS 102 is shown below</i>		
<i>Amount recognised in the Balance Sheet</i>		
Present value of defined benefit obligation	(2,893)	(2,907)
Fair value of plan assets	5,328	4,833
Net defined benefit asset	2,435	1,926
Effect of asset ceiling	(2,435)	(1,926)
Recognised defined benefit asset	-	-
<i>Change in defined benefit obligation</i>		
Defined benefit obligation at beginning of period	(2,907)	(4,087)
Current service costs	-	(11)
Interest expenses	(143)	(75)
Remeasurement arising from changes in assumptions	(47)	1,195
Remeasurements arising from experience	15	(186)
Benefits paid	189	257
	(2,893)	(2,907)

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2023

19 CIBSE PENSION SCHEMES (*continued*)

	2023 £'000	2022 £'000
<i>Change in plan assets</i>		
Assets at beginning of year	4,833	5,423
Interest income	251	103
Actual return on plan assets, excluding interest income	223	(608)
Employer contributions	210	172
Benefits paid	(189)	(257)
	-----	-----
Assets at end of year	5,328	4,833
	-----	-----
Actual return on assets	474	(505)
Asset class split		
	2023	2022
Equities	67%	65%
Property	11%	13%
Corporate Bonds	6%	6%
Gilts	11%	12%
Cash	2%	0%
Annuities	3%	4%
	-----	-----
	100%	100%
	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

England & Wales - Charity number 278104

Accounts



THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022**

Charity No. 278104

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Our Vision

Better performing buildings for society and the environment.

Our Mission

To advance and promote the art, science and practice of building services engineering, to invest in education and research, and to support our community of built environment professionals in their pursuit of excellence.

Our Values

We lead

We are a trusted authority on the present and future challenges facing the built environment; we use our collective expertise and influence to champion the best and most innovative solutions with rigour and integrity.

We empower

We give people knowledge, training and networking and a pathway to professional registration so their work will have a meaningful impact.

We champion

We are vocal and visible in our drive to improve the performance, safety, health and sustainability of the built environment, and we support and celebrate the talented people who make it happen.

We inspire

We are passionate about the quality of the built environment, and we encourage committed people, from every background, to join our community.

President's message

It has been an absolute privilege to be CIBSE President in its 125th year. I have felt a profound responsibility to adequately mark this milestone. This was the motivation behind my call to action for members and the wider industry to 'inspire the next generation' with my five challenges: Celebrate, Inspire, Boost, Share and Engage.

As an institution, we recognise the vital role that building services engineers play in delivering a safe, healthy, and sustainable future, and I wanted these challenges to reflect that.

I have been bowled over by the response these challenges have received, and the enthusiasm and energy with which people have embraced them.

Inspire the next generation

The overarching theme for the challenges was to 'inspire the next generation'. It is of huge importance that we ensure we attract a dynamic, diverse range of people to join our industry, at a time when there is so much to be done to address the consequences of our climate emergency.

My challenges aimed to encourage action, communication and collaboration. They highlight the importance of celebrating and supporting those at the beginning of their engineering journey. They also champion and raise the profile of engineers throughout their careers, together with those who have mentored and nurtured others. These challenges act as a vehicle for celebrating role models, icons, mentors, and achievements and sharing lessons learnt. I wanted them to be a spark for igniting imagination, inspiration and action.

They have also been about sharing our stories. In my Presidential Address, I identified that, as engineers, we often prefer to focus on problem-solving and delivering solutions rather than telling others about the work that we do and the impact it has on everyday life. It is incredibly important that we are better at sharing our stories and our work, representing the diverse and varied routes into the industry and inspiring others to join the journey.

In terms of celebrating – we have had plenty of cause to celebrate in 2022. We held a number of awards across the year, which showcased the talent and expertise in our industry, among them the Building Performance Awards, President's Awards, Young Lighter of the Year Award, and my personal favourite, the Young Engineers Awards (YEAs). It was particularly special for me to be back on that stage 26 years after I was named Graduate of the Year. In fact, my personal experience of the YEAs had a big sway on the theme for my presidential year.

I was once again impressed by the knowledge and innovative ideas presented by those in the early stages of their career. They provided insight into the priorities, direction, and approach required to overcome the urgent challenges that we face.

Just as important as the rising, talented workforce are those who support, mentor and nurture them, boosting them to reach their full potential. I feel extremely fortunate to have received support and encouragement from my employer in the early stages of my career, and this is something that I strive to pay forward in my professional life. It was encouraging to see companies of varying sizes

leading by example in the support and development opportunities that they are providing for early career engineers in those shortlisted for the Employer of the Year Awards.

It's also essential we celebrate the achievements of our longer-standing members – those role models who have paved the way, mentored and encouraged others into and through the industry. It was an honour to be able to recognise eight dedicated CIBSE members with gold and silver medals at the President's Awards Dinner. Their unerring commitment to the industry and the Institution is a real inspiration to everyone.

The CIBSE Building Performance Awards were another great showcase for our collective industry's achievements. It was incredibly inspiring to see so many outstanding, innovative projects making real energy and embodied carbon savings, which will ultimately lead to making the changes required for our new and existing building stock to hit our carbon reduction targets, and our drive towards a net zero carbon future.

Another key pledge for my presidential year was to further strengthen CIBSE's international reach. To this end, I was delighted to visit the UAE region on a five-day trip in September. Whilst there, I signed agreements on behalf of CIBSE, with De Montfort University, Dubai and Manipal University, Dubai to launch CIBSE Student Groups at each university. The agreements are testament to our mutual commitment to supporting building services engineers and the role they play in delivering a sustainable, safer and healthier built environment.

Building safety and the golden thread

The biggest news this year for our industry was the Building Safety Act receiving Royal Assent in April. The Act, introduced in response to the Grenfell Tower fire tragedy and Dame Judith Hackitt's subsequent Independent Review of Building Regulations and Fire Safety, is the most fundamental reform of regulation across the construction and residential property sectors in living memory.

It transforms the law relating to design and construction of all buildings and operation of higher-risk residential buildings and will have an impact on the work of everyone in the construction sector. We all need to be aware of our responsibilities laid out in the Act, and it is vital that we meet those requirements in a way that also delivers net zero carbon-ready buildings. This is the bedrock of what we do.

You can all be reassured that CIBSE is ready to respond and work with the industry to deliver the changes required and is committed to disseminating details of the requirements to help everyone understand their obligations.

Indeed, CIBSE's Technical Team has been involved in the review and consultation with government throughout the process - testament to their expert knowledge - so we can be confident we are in safe hands.

This sharing of knowledge was evident in the first of the new Golden Thread conference series launched by CIBSE this year. The event saw CIBSE Technical Director Dr Hywel Davies provide a comprehensive overview of the Building Safety Act, the integration of the golden thread of

information and the need for safety case processes and regular reporting in higher-risk residential buildings.

We have also been reminded of the fundamental importance of the requirement to provide adequate ventilation with regards to building safety, with the tragic death of Awaab Ishak. Awaab died just before his second birthday as a consequence of mould that grew because his home was inadequately ventilated. Ventilation has been such a major part of the dialogue around reducing the transmission of COVID-19, but Awaab's shocking death reminds us that ventilation is a matter of life safety and, like fire, needs to be treated as such.

Net zero carbon

This year we have seen real progress being made in the drive towards net zero carbon with the launch of the UK Net Zero Carbon Buildings Standard initiative.

The Standard, which is being developed by a cross-industry partnership, including CIBSE, will enable the industry to robustly demonstrate their built assets are net zero carbon and in line with the UK's commitments under the Climate Change Act, by setting out a single agreed set of performance targets for different buildings. It will also enable buildings claiming to be net zero carbon to demonstrate that they meet science-based decarbonisation trajectories.

With buildings being directly responsible for around 40% of UK emissions, there is no credible pathway to net zero for the UK economy without tackling emissions associated with the construction and operation of our buildings. The Standard will help address the urgent requirement for clarity to demonstrate real outcomes and give trust to clients, owners, and occupiers.

I welcome the appointment of David Partridge as Governance Board Chair of the Net Zero Carbon Buildings Standard to further these goals.

CIBSE's *TM65: Embodied carbon of building services: A calculation methodology* is a valuable resource to help support professionals in delivering on targets and transitioning towards a net zero carbon future. I was delighted to see CIBSE publish guidance on using the methodology outside the UK, and a dedicated methodology for Australia and New Zealand. Similar guides are being prepared for other regions as well.

Added to this has been the publication of new guidance on delivering net zero carbon buildings, by the Low Energy Transformation Initiative (LETI) with CIBSE. The guidance is designed to provide clarity on what net zero means for buildings, in practice, in detail. The published definitions are based on meeting operational energy and embodied carbon targets and generating energy from renewable sources. There is clearly a huge benefit to the whole sector in having a common set of definitions and guidance on implementation, so that we all - and this includes clients and occupants - are clear on our goals.

Despite the challenges, we are making headway. A clear demonstration of this was the Building Performance Awards' Project of the Year - Retail/Leisure winner, Cyclone Energy Group, which won for their work with McDonald's Corporation in designing what is believed to be the world's first net zero quick service restaurant at Walt Disney World, Florida, USA. The restaurant's roof solar panels enable the restaurant to generate more energy than it consumes.

And they weren't the only ones. Contractor Michael Lonsdale Group won the Embodied Carbon Award for its pioneering work with suppliers to create a database of low embodied carbon products that enables it to recommend low carbon building services systems to its clients.

It is hugely encouraging to see the progress being made. The innovative approaches, like those of our award winners, and the inspiring new engineers entering our industry give us much to feel optimistic about.

I would just like to finish with a personal message of thanks to each of you for your support in CIBSE's 125th year and for rising to the 125 Challenges I set. Together, let's pledge to continue to inspire and share throughout our career journeys. #Celebrate #Inspire #Boost #Share #Engage.

Chief Executive Officer's message

2022 has been an outstanding year for CIBSE. Our membership numbers have remained high, our guidance output has exceeded previous years, and we have extended our portfolio of events. Together these have allowed us to invest more in engagement, technical guidance, and member services, and thereby increase the impact and role of the building services engineer.

The sheer quantity and quality of the events, products, publications, and training produced is a testament to the expertise, hard work and drive of CIBSE staff and volunteers.

The year also saw the welcome return of in-person events, with the Building Performance Awards in February, Technical Symposium in April and two President's Awards Dinners in February (delayed from 2021) and October. With this being the first time I have attended these events in person, it has been a pleasure to meet so many members and witness first-hand the scope and talent of our Institution. I have been incredibly impressed by the level of quality and content of the events themselves, and also the passion and engagement from all attendees.

The Façade Awards in November were a welcome addition to our calendar. The event, a celebration of the achievements in façade engineering, was a great showcase for this specialist area within our sector. By renewing these awards and offering more assistance to develop them, we strengthen and grow our reach, highlight the diversity of experience and skills across our community and better support our wider membership.

For the same reasons it has been a priority to reach out to our international members; this is particularly important now that 29% of our membership is non-UK based. The international visits to UAE with CIBSE President Kevin Mitchell, and Hong Kong with President-Elect Adrian Catchpole have been two of the highlights of the year. These visits will help foster stronger bonds with our overseas membership and encourage partnerships with like-minded organisations.

We can learn a huge amount from projects and working practices across the world and everyone has a contribution to make. We want all our members to feel valued, supported and engaged, no matter where they are in the world, and intend to continue to reach out to our global membership.

2022 also saw the launch of the new CIBSE website. The updated design is a vast improvement, with better navigation, added features and a membership wizard to help visitors find the right membership grades for them. This new 'shop window' better reflects the work we do and I look forward to further website developments over the next year.

Financially, 2022 has been a very strong year for the Institution, despite ongoing tough economic conditions. The revenue generated from events, training, *CIBSE Journal* and various other income streams will be fed back into CIBSE, allowing us to strengthen our offering to the construction and property sectors, through professional accreditation, guidance and knowledge, training, events and networking.

The expertise and knowledge sharing across our community are also apparent through the vast range of events run by our Societies, Regions and Special Interest Groups. Whilst these events are organised almost entirely by volunteers, CIBSE head office pledges to continue to support them. I would encourage you all to take advantage of the opportunities to attend them in your region.

As well as knowledge sharing and collaboration, we also want CIBSE to be a force for change. Our Technical Team's reach and influence, through our guidance, input into government consultations, and involvement in the building safety review, demonstrates the high regard and respect CIBSE's expertise and knowledge enjoys. With the continued drive to net zero carbon and the ongoing focus on building safety, the output from the Technical Team will remain at the forefront of our work. As such, investing in this team is a priority in the coming year.

Our clear objective is to continue to grow over the next few years, both in respect of our membership and our output. Supporting this growth will be our decision to seek to move CIBSE's head office from its current home in Balham to a more central London location.

CIBSE has enjoyed its south London location for over 44 years, but our building is no longer fit for purpose, and it simply isn't a suitable 'shop front' for the Institution. For CIBSE to develop, increase our reach and deliver greater benefits in line with our charitable goal, we need a home that reflects the world class professional institution that we are, and is more easily accessible to our staff, our volunteers and all our stakeholders.

There is still a lot to be done ahead of any move, most crucially to find a suitable property, but I am incredibly optimistic about this opportunity. The main aim is to provide a desirable head office tailored to CIBSE's needs, which is in a more central location and allows us to better align with the goals of the organisation (decarbonisation, sustainability and building safety). We recognise that this could be a long journey, and so we will be completely transparent as we go through the process, sharing what has worked as well as what hasn't, to enable lessons to be learnt. I look forward to travelling on that journey with you.

It is only right to acknowledge that there have also been challenges in 2022 - rising costs, the 'Great Resignation', economic uncertainty and the ongoing knock-on from the pandemic have all had an impact. Our achievements, despite the challenges, demonstrate CIBSE's resilience in adapting to change, whilst retaining our ongoing position as one of the leading professional engineering institutions.

Finally, I would like to personally thank all our volunteers, members and staff, who have contributed to CIBSE's phenomenal achievements this year. The value each of them provides cannot be overstated and it is enormously important that we acknowledge their contribution. As such, we were delighted to see so many individuals recognised with medals at the President's Awards Dinners in February and October 2022. Each medal winner is an invaluable role model for the industry, who has gone above and beyond to inspire the next generation to make buildings more efficient, safe and sustainable.

CIBSE has so much potential to grow and extend its reputation. To achieve our goals and potential we will continue to listen to the needs of our community, and so I urge you to get in touch and let us know if there are areas where we can better support you, or if you identify any gaps in our products or knowledge.

We all have huge ambition for the Institution and with your help I look forward to seeing it reach its full potential.

Inspire the next generation

The Presidential challenges of Celebrate, Inspire, Boost, Share and Engage, set out as part of CIBSE's 125th anniversary celebrations, demonstrate CIBSE's commitment to supporting, mentoring and advancing the careers of our members and working for the benefit of society. These challenges firmly align with CIBSE's values of: we lead, we empower, we champion and we inspire.

Celebrate

We celebrate our industry's talent and achievements through our portfolio of awards.

Collectively, our awards highlight the vast range of projects, specialisms and individuals within the building services sector. From the Building Performance Awards, which showcase those building projects making a real difference to building performance and the drive towards net zero, to the CIBSE gold, silver and bronze medals, recognising those role models who have made significant contributions to CIBSE and the industry, to the Young Engineers Awards celebrating the new emerging industry talent and those who support and nurture them, there is plenty to celebrate. Our Societies, Regions and Groups also recognise outstanding projects, people and activities within their specialisms and areas.

Each award plays its part in advancing our industry, providing a benchmark for others to strive to achieve and encouraging innovation.

Inspire

We inspire our community and wider society to strive for better and safer building performance.

Our activities promote excellence in the built environment and grow broader public awareness of what we do and the importance of building services engineering to society. *CIBSE Journal*, the annual Building Performance Awards, the Technical Symposium and Build2Perform Live all shine a spotlight

on excellence and share innovation and best practice in building services engineering, as do our Societies, Regions and Groups through their hundreds of events and awards held during the year.

Together these activities maximise the impact of CIBSE's work and demonstrate the breadth, scope and impact of building services engineering to a highly diverse and worldwide audience. By raising awareness, they help people appreciate the benefits of supporting and inspiring building services engineers in their careers and work to improve building performance.

Demonstrating the importance of building safety, good building performance and the link with good building services engineering, reinforces the message that the effective operation of the built environment is crucial to many areas of public life.

Inspiring others to join our community and choose engineering as a career is essential if we are to continue the drive for safer, better performing buildings, meet net zero goals and successfully respond to climate change. We encourage committed people from every background. Through the work of our Inclusivity and Diversity Committee and our commitment to diversity, we aim to attract as broad a range of new engineers as possible.

Boost

CIBSE supports, boosts and champions the diversity, breadth and strength of its membership.

We champion and boost the skills and expertise of our members, raising their profile and giving prominence to the most talented engineers, who value good building performance and building safety and are committed to the delivery of net zero and the benefits that offers to all.

CIBSE membership is a mark of professional development, which can be widely and reliably recognised. Through our corporate grades of membership and route to registration, we accredit competence, enabling members to demonstrate that they meet the standards of competence that will need to be evidenced under the new building safety regime.

We rely on our members to help generate standards and knowledge in building services specialisms for the benefit of industry and the public, both in the UK and internationally. Diversity of CIBSE's membership is central to achieving these goals. CIBSE delivers the greatest benefit to society when its knowledge is drawn from the full spectrum of people and disciplines forming its membership.

Share

By sharing knowledge and training, CIBSE empowers both our members and those who own, operate and occupy buildings. This broad-ranging activity enables people to access the skills and knowledge they need to fulfil their potential, demonstrate their competence and serve society.

Knowledge sharing is one of CIBSE's primary roles and we work with the industry and its clients to serve wider society by developing and publishing internationally recognised guidance and codes.

This knowledge provides authoritative guidance for the safe and effective design, installation, operation and maintenance of engineering services in buildings. It enables engineers to keep up to date with best practice in technology and standards and supports the implementation of policies to improve safety, comfort and productivity of buildings and reduce their carbon emissions.

In an industry that is seeing increasingly complex and changing technology, CIBSE enables building services engineers to keep abreast of the changes and empowers them to deliver the best outcomes for clients and end users. By improving their skills and knowledge and demonstrating their competence, building services engineers can help everyone live and work in safer, healthier and more comfortable spaces.

Engage

We engage with our members, wider built environment professionals, government and building users to promote improvement in the performance of buildings to benefit users, developers and owners.

Building services are key to keeping building users as safe and comfortable as possible, promoting occupant health and wellbeing, minimising the impact of buildings on the environment during construction and use, and driving improved performance and productivity.

Our engagement in government-level discussions and consultations makes us a strong champion for better standards and enforcement. Through our contribution to policy and industry forums, we are driving buildings that are safer, more sustainable and better equipped to meet the needs of society.

Celebrate

CIBSE is proud to celebrate the achievements and successes within the building services industry. Our wide range of awards spotlight the skills talent and expertise that are so vital to ensuring our buildings are safe, comfortable, and healthy places to work and live in.

All the individuals, projects, teams and companies recognised across our awards portfolio, whether winners or shortlisted, should be applauded for their achievements. They exemplify the dedication, drive, innovation and passion pushing our industry forward, and are essential role models.

Building Performance Awards 2022

Celebrating their 15th year, the 2022 Building Performance Awards saw the industry gather for a face-to-face ceremony for the first time since 2020, this time at the new venue of Park Plaza Westminster Bridge, London.

The Building Performance Awards recognise the people, products and projects that demonstrate engineering excellence in the built environment. They are the only industry awards that focus on actual, measured performance outcomes. Entries are open to any organisation internationally that is

responsible for the design, commissioning, construction, installation and operation of low energy buildings and the manufacturers whose products enable efficient energy consumption.

The winners highlight the excellent work being carried out to help create a low carbon future.

Max Fordham LLP secured top honours, being named Building Performance Champion and Building Performance Consultancy of the Year (51-300 employees). It won the top award for its work on St John's College, Oxford, library and study centre, which was named Project of the Year – Public Use. The awards judges praised its consideration of net zero strategies.

AECOM also won two awards, securing Project of the Year – Healthcare, for the Clatterbridge Cancer Centre in Liverpool, a BREEAM Excellent-rated new hospital facility, and Mike Burton being named Engineer of the Year.

Cyclone Energy Group won the Project of the Year – Retail/Leisure, for its work with McDonald's Corporation in designing what is believed to be the world's first net zero quick service restaurant. The restaurant's all-electric design enables it to generate more energy than it consumes over a year.

2022 saw the launch of a new Embodied Carbon Award category, which was won by the Michael J Lonsdale Group for its pioneering work with suppliers to create a database of low embodied carbon products that enable it to recommend low carbon building services systems to its clients. The awards judges said it acted as a champion of the embodied carbon model in the building performance sector, paving the way for clients and other companies to think critically about their carbon output.

Guest speaker, Dame Jo da Silva, Director of International Development at Arup Group, paid tribute to Max Fordham, who died in 2022, saying: 'Max Fordham has left a legacy in the buildings he has designed but more importantly in the thousands of engineers who he inspired during his career. He encouraged them to collaborate and to be curious, creative and courageous.'

CIBSE Medals

CIBSE gold, silver and bronze medals recognise exceptional, outstanding, and distinguished service to CIBSE and the wider industry. They are awarded to those whose contribution has been made through long and loyal service, raising the profile of the profession, inspiring others, and being role models for everyone in the industry. Three gold medals and five silver medals were presented at the annual President's Awards Dinner in October. The gold medal is CIBSE's highest accolade and was presented to George Adams, Tim Dwyer, and to the family of Liz Peck, who sadly died in 2020.

CIBSE Young Engineers Awards

The annual CIBSE Young Engineers Awards bring together the CIBSE ASHRAE Graduate of the Year Award, the CIBSE Apprentice of the Year Award, and the CIBSE Employer of the Year Award to recognise the innovative thinking, hard work and skills of graduate engineers and apprentices, whilst also showcasing employers of all sizes who demonstrate commitment to developing and encouraging young talent.

CIBSE Apprentice of the Year 2022

Winner Technical Level 3-4: Harry Hudson

Harry Hudson is a building services apprentice with Vital Energi, and is one of the first cohort studying Vital Energi's renewable energy and heat networks apprenticeships, in partnership with the City of Liverpool College.

Runners up were Xantha Smee from Otis, and Daniel Bailey from Derry Building Services.

Winner Degree Level 5-7: Louis Kimber

Louis Kimber is an apprentice mechanical engineer at Atkins. He is in year four of his building services degree at the University of the West of England, and achieved his EngTech and LCIBSE membership status in 2019.

Runners up were Lewis Coleing from CPW and Matthew Nash from Jacobs.

The Apprentice of the Year Award, now in its 3rd year, acknowledges the invaluable contribution made by apprentices in building services engineering and related occupations. The award is split to recognise apprentices at every level, celebrating those who have gained their skills and knowledge through a combination of coursework and on-the-job experience.

CIBSE ASHRAE Graduate of the Year 2022

Winner: Sana Hafsa

The Graduate of the Year Award recognises excellence in the early stages of an engineer's career. Sana Hafsa, a graduate of Heriot-Watt University and a sustainability coordinator at AESG in the Middle East, was among eight finalists who presented at the event on inspiring engineers to work collaboratively and holistically to deliver high performance buildings.

Sana's passionate and riveting talk focused on how Heriot-Watt students had collaborated to deliver an innovative solar-powered demonstration home as part of the Solar Decathlon Middle East 2020. She told the audience that every successful project for a high performing building had a vision shared by all team members.

Runners up were Conor Deane of JV Tierney & Co Consulting Engineers, and Eyob Kibrom of AECOM.

CIBSE Employer of the Year 2022

Winner: Fairheat

The CIBSE Employer of the Year award recognises employers' commitment to supporting and developing young engineers.

Employers are asked to show how they boost their young engineers, place them at the centre of their business and invest in their career progression, with clear strategies for recruiting, nurturing and empowering them.

Fairheat took the overall prize, also winning in the small company category after demonstrating their commitment to developing young talent and creating opportunities for young people to thrive. A core principle of the company is 'to develop the industry leaders of tomorrow.' CWP was the winner in the medium company category, with AECOM taking the large company title.

Façade Design and Engineering Awards

The Society of Façade Engineering relaunched their annual awards, joining forces with ZAK World of Façades London Conference, increasing the number of awards and introducing a new Young Façade Engineer of the Year Award.

Simon Bate, from Buro Happold, was named Young Façade Engineer of the Year. He was praised for his diligence, rigour and maturity, particularly when working on some of the most challenging projects relating to the remediation of combustible cladding.

Chris Macey, joint founder and CEO of Wintech Group, was awarded a Lifetime Achievement Award in recognition of his contribution to the development and promotion of façade engineering.

The awards were established to promote and recognise the importance of the science of façade engineering and its contribution to the built environment.

Society of Light and Lighting (SLL) Young Lighter of the Year

Winner: Scott Kluger

Now in its 28th year, the annual SLL Young Lighter competition is open to anyone with an interest in light and lighting. The 2022 finals were held online for the third year running. The competition is designed to test not just the finalists' ability to develop a lighting project, but also their presentation skills, allowing entrants to illustrate their knowledge and research on a lighting subject and raise their profile.

Scott Kluger, from Hoare Lea, was named 2022 SLL Young Lighter following his presentation *Daylight harvester: A tool to enhance lighting operational performance*. Scott has worked on a broad range of lighting projects across the UK and overseas and is continuously seeking to improve the balance between human-centric and planet-conscious lighting design.

Building Simulation Award

Winner: Daniel Sánchez-García

Young Modeller winner: Shweta Salvankar

These annual awards, established by the CIBSE Building Simulation Group, encourage innovation in building simulation techniques and recognise the outstanding contribution of young engineers, apprentices and sustainability consultants working with building simulation.

Daniel Sánchez-García of University Carlos III of Madrid won the CIBSE Building Simulation Award for his presentation *Adaptive comfort-control-implemented model (ACCIM), transforms PMV-based into*

adaptive setpoint temperature EnergyPlus building energy models. The judges recognised the novelty and robustness of the simulation method in the winning entry.

Shweta Salvankar, from Cardiff University was named CIBSE Young Modeller. The judges were very impressed with her study aimed at optimising both embodied and operational carbon using a range of modelling tools.

Society of Digital Engineering Awards

The winners of the Society of Digital Engineering (SDE) Awards were unveiled at Build2Perform Live in November. The awards celebrate progress and excellence in digital engineering across built environment professionals, recognising those working in the built environment who are contributing to the digitalisation of what we do, where we live and how we experience it, including technicians, engineers, developers, designers, contractors, manufacturers or any group or team who are making a difference in their field.

Atkins, member of the SNC-Lavalin Group, won the overall Digital Champion Award for their project Decarbonomics. This award, based on all the category winners, celebrates the entry that the judges felt best exemplified what the SDE represents in terms of contribution to industry.

Full list of awards

CIBSE Gold Medals

Awarded at October 2022 President's Awards dinner

George Adams

Tim Dywer

Liz Peck

CIBSE Silver Medals

Awarded at October 2022 President's Awards dinner

Paul Angus

Gary Jones

Martin Liddament

David Stevens

Tony Sung

Bronze Medals

Sukhjinder Bhamra

Chi Ming Chung

Mary-Ann Clarke

Susie Diamond

David Doherty

Reid Donovan

Les Hicks
Ken Kelly
Mathew Klintfalt
Peter Long
Paul Martin
Steven Peet
Imran Shaikh

Barker Silver Medal: *Residential retrofit in the UK: The optimum retrofit measures necessary for effective heat pump*, by Joseph Lingard

Dufton Silver Medal: *Towards active buildings: Rating grid-servicing buildings* by Ian Walker, Stephen Allen, Matthew Roberts, Daniel Fosas, David Coley, Elli Nikolaidou.

Carter Bronze Medal: *Evaluating the perception of thermal environment in naturally ventilated schools in a warm and humid climate in Nigeria* by Yingchun Ji and Charles Munonye.

Napier Shaw Bronze Medal: *Modelling elevator traffic with social distancing in a university classroom building* by David Swinarski.

Ken Dale Travel Bursary: Aluwaine Manyonga

President's Prize: CIBSE Undergraduate Award: Basem Ghanemi Pilar

The Happold Brilliant Award: University College London

Society of Light and Lighting Young Lighter of the Year: Scott Kluger

Leon Gaster Award: Christopher Kyba, Andreas Ruby, Helga Kuechly, Bruce Kinzey, Naomi Miller, Jessie Sanders, John Barentine, Ralph Kleinodt and Brian Espey

Walsh Weston Award: Ayesha Batool, Peter Rutherford, Paul McGraw, Timothy Ledgeway and Sergio Altomonte

SLL Regional Award: Bonnie Brooks

SLL Lighting Award: David Mooney

SLL Honorary Fellowship: Peter Hunt

SLL President's Medal: Peter Raynham

CIBSE Building Simulation Awards

Building Simulation Award: Daniel Sánchez-García

Young Modeller: Shweta Salvankar

Façade Design and Engineering Awards

Project of the Year, Refurbishment: Arup, The Burrell Collection

Project of the Year, Sustainability (UK): Arup, 1 Triton Square

Project of the Year, Innovation (UK): Skanska UK, Outernet London

Project of the Year, Innovation (International): Eckersley O'Callaghan, K11 Art and Cultural Centre

Project of the Year, New Build (UK): Wintech, LSE

Project of the Year, New Build (International): Buro Happold, The Museum of the Future

Product of the Year: Joint winners: Serge Ferrari AG, Stamisol Safe One; and Effisus UK, Ecofacade

Young Façade Engineer of the Year: Simon Bate

Lifetime Achievement Award: Chris Macey

Society of Digital Engineering Awards

Best Process and its Application: Atkins, member of the SNC-Lavalin Group, Decarbonomics

Best Project and Collaboration: Buro Happold, Museum of the Future

Best Consultancy: Buro Happold

Best Contractor: Kane Group

Best Manufacturer: Schindler Elevator Ltd

Best Digital Engineer: Mateusz Lukasiewicz, KEO International Consultants

Digital Champion 2022: Atkins, member of the SNC-Lavalin Group, Decarbonomics

Young Engineers Awards

CIBSE Apprentice of the Year – Technician Level 3-4: Harry Hudson

CIBSE Apprentice of the Year – Degree Level 5-7: Louis Kimber

CIBSE ASHRAE Graduate of the Year: Sana Hafsa

CIBSE Employer of the Year, overall winner and small company winner: Fairheat

Employer of the Year, medium company: CWP

Employer of the Year, large company: AECOM

CIBSE Building Performance Awards

Building Performance Champion: St John's College, Oxford, Library and study centre – Max Fordham

Building Performance Consultancy (up to 50 employees): XCO2

Building Performance Consultancy (51-300 employees): Max Fordham

Building Performance Consultancy (over 300 employees): Buro Happold

Collaboration: Echo Court – Fairheat

Facilities Management: Legal and General Investment Management TBPE – Hoare Lea

Learning and Development: BEEP Student Camp, Indo-Swiss building energy efficiency project (Indo-Swiss BEEP), Bureau of Energy Efficiency, Government of India, Swiss Agency for Development and Cooperation

Product of Innovation – Wellbeing: Eco-Duo – Water Kinetics

Product or Innovation – Air Quality: Philips UV-C Upper Air Disinfection Luminaires – Signify

Project of the Year – Healthcare: Clatterbridge Cancer Centre – AECOM

Project of the Year – Retail/Leisure: McDonald’s Global Flagship – Buena Vista – Net Zero Energy – Cyclone Energy Group

Project of the Year – Public use: St John’s College, Oxford, Library and study centre – Max Fordham

Building Performance Engineer of the Year: Mike Burton, Director – AECOM

Embodied Carbon: Michael Lonsdale Group

Inspire

CIBSE worked to raise the public profile of the importance and contribution of our members and the Institution throughout 2022, maximising reach through diverse communication routes, including events, digital media, press coverage, and wide-ranging and impactful social media channels.

The year also brought an opportunity to make all our main digital communications channels more inclusive and easily accessible with the launch of the new CIBSE website. The website supports the increased use of the Institution's knowledge and expertise to deliver better, safer buildings and shape the debate around critical issues in the building services sector.

CIBSE Build2Perform Live

29 November – 30 November 2022

CIBSE Build2Perform Live 2022 was back in-person at a new venue, ExCeL London, and welcomed 1954 attendees over the two days. The technical programme included the following key topics:

- The UK Net Zero Carbon Buildings Standard
- The Building Safety Act
- Provision of heating in all electric buildings
- Embodied carbon
- The SLL Code for Lighting 2022

These sessions were complemented by three CPD theatres, which featured a range of exhibitor and supporter content to aid the sharing of industry knowledge to tackle the most significant issues in the building services sector. Details of the 2022 event and 2023 programme are available at

www.build2perform.co.uk

CIBSE Journal

With the increased focus on building safety and the drive towards net zero carbon, *CIBSE Journal* continued to be an important resource to help disseminate news and vital regulation updates in 2022 to members and the wider readership.

The Journal included extensive coverage on the Building Safety Act, providing vital information on the requirements and obligations for anyone working in the built environment sector.

There were a number of features focusing on the drive towards net zero carbon, including an interview with David Partridge, Chair of the governance board overseeing the development of the Net Zero Carbon Buildings Standard.

The Journal helped support and celebrate CIBSE's 125th anniversary with a special edition in June featuring an overview of CIBSE developments in the last 125 years, an interview with CIBSE President Kevin Mitchell introducing his five challenges, a look at future structures, and a feature inviting industry figures to celebrate their career pioneers.

The September edition saw the CIBSE Young Engineers Network (YEN) guest-editing. The edition included an interview with Raphael Amajuoyi, 2017 CIBSE Graduate of the Year, and contributions from YEN members including Samreet Singh, Liv Stokes and Global YEN Chair Gemma Taylor.

The magazine also showcased the outstanding projects, companies and people who were recognised at the CIBSE Building Performance Awards and the Young Engineers Awards.

There were international features on the air conditioning system of Dubai's new indoor rollercoaster, the striking Edge Suedkreuz office development in Berlin with its atrium of 'flying' staircases and timber-clad concrete 'trees', and the retrofit of the Electricity Supply Board's offices in Dublin focusing on the innovative heating and ventilation systems.

There were also articles targeted at furthering the diversity agenda, with a cover feature in January looking at the need to cater for neurodiversity in the built environment, which spoke to experts and an engineer with dyslexia to find out how the industry can help neurodiverse people thrive. Other stand-out features included an interview with Cundall's first female boss, Carole O'Neil, with a focus on developing and retaining diverse talent, and an article on CIBSE's new Inclusivity and Diversity Committee.

More broadly, the Journal continued to support CIBSE's priorities, guidance, consultations and events and those of the CIBSE Societies, Regions and Groups.

A standalone CPD supplement was produced in November, featuring the full list of companies in the CPD Directory, additional CPD modules, sponsored Q&As from manufacturers and a foreword from

the Chair and Vice-Chair of the CPD Panel. A number of special sections were also produced in 2022, covering: commercial heating, hotels and leisure, lighting, health and wellbeing, and education facilities.

The Journal hosted six sponsored webinars covering a wide range of subjects, including drinking water hygiene, lighting and building regulations, designing new pump technology into older spaces, space requirements for emergency generators and building regulations and the role of heat pumps. All are available on demand through the *CIBSE Journal* website. A further podcast covering the benefits of distributed pumping in HVAC applications was added to the Journal podcast library.

The *CIBSE Journal* website continued to attract high visitor numbers, with an average of 29,000 monthly users. The website is supported by regular social media activity highlighting features and news stories and a monthly Journal e-newsletter sent to members, which includes a link to the digital edition.

cibsejournal.com

jobs.cibsejournal.com

Media relations

In 2022, CIBSE's media relations led to national press coverage around the Building Safety Act, asking the question of whether Grenfell was the construction industry's Piper Alpha, in terms of the need for urgent cultural change. CIBSE's overheating in buildings expertise gained national press coverage with Dr Anastasia Mylona, CIBSE Head of Research, providing guidance on staying cool at home. CIBSE was also a partner in the coverage of the cross-industry collaboration to deliver the UK Net Zero Carbon Buildings Standard.

You can see overheating coverage via the following links:

Sky News - <https://news.sky.com/story/is-insulation-making-your-house-hotter-in-summer-and-how-can-you-cool-it-down-12650742>

Daily Express - www.express.co.uk/life-style/property/1639194/how-to-keep-home-cool-heatwave-bowls-water-houseplants

CIBSE received coverage in the trade press throughout the year, averaging five stories per month. The areas that received the most coverage were: TM65: *Embodied carbon calculation methodology* and associated titles; the launch of the CIBSE LETI Net Zero FAQs and proposed definitions; CIBSE's involvement in the Net Zero Carbon Buildings Standard; CIBSE's work around the Building Safety Act, including the launch of an introductory course; flagship events including the Building Performance Awards and CIBSE Build2Perform Live; overheating in residential premises; and reference to CIBSE guidance within new Approved Documents F, L, O, and S.

CIBSE received press coverage in 51 unique outlets with a combined total of 31.5 million readers.

Social media

In 2022, CIBSE gained a sustained, substantial growth in followers, engagement, and impact across our social media accounts, registering an overall gain of 11%. LinkedIn continues to be our fastest growing and most engaged audience with a 15% rise. The Marketing Team has increased video and photo content created and shared across platforms.

As part of the CIBSE 125th Anniversary, CIBSE President Kevin Mitchell set five challenges that featured across all CIBSE's social media channels during the year. The year-long campaign attracted extensive engagement and generation of content from CIBSE members and the wider industry.

Additional highlights included contributions from CIBSE members sharing their career journey and insights from early career engineers about what inspired and motivated them to pursue a career in building services engineering.

The challenges also received social media support from a number of other organisations, including the Royal Academy of Engineering, the Engineering Council, UCL, the Carbon Trust, and Building Controls Industry Association.

Alongside the main CIBSE social media accounts, there are numerous communities of interest accounts representing our Societies, Regions, Special Interest Groups and Networks.

CIBSE has 94,915 followers across our main social media platforms, an overall growth of 11%. We increased the use of LinkedIn articles to encourage greater engagement in longer-form content.

Growth on individual platforms:

Platform	Followers	% Growth
Twitter	25,737	1%
LinkedIn	66,086	15%
Instagram	1,551	20%
Facebook	1,541	5%

YouTube

CIBSE's YouTube channel continued to grow in 2022, and overall view time on the channel is up 42% to 4,700 hours, with subscribers up 35% to 2,258 and views up 31%. The channel posts a combination of CIBSE and CIBSE community content. In 2022 we increased our internal resources to support our community with higher-quality video content.

Our most viewed videos were:

- NEC4 Top tips – 3,100 views; 656 hours of view time
- Architecture, engineering and construction in the metaverse – 2,900 views; 213 hours of view time

- A day in the life of a building services engineer – 2,200 views; 278 hours of view time
- Understanding fan performance and system effects – 1,500 views; 144 hours of view time

www.youtube.com/c/CIBSEUK

CIBSE website

The new CIBSE website was launched in June 2022 and significantly improved the user experience. The improvements were based on feedback and in consultation with members, volunteers and customers. Some of the most significant changes are:

- A dedicated training section, enabling simpler user journeys to find and purchase training
- A new 'policy and insight' section, providing better visibility of news, policy and consultations
- A 'get involved' section with volunteering opportunities and access to CIBSE Societies, Regions, Groups and Networks
- A 'related content' function, which enables better cross-referencing of information, helping users find things of interest
- A 'membership wizard' feature, making accessing the most relevant membership grade easier
- An improved user journey through the Knowledge Portal which allows members to download knowledge more efficiently
- Fully responsive, allowing visitors to easily read and browse from any tablet or mobile device.

We are proud of the new website, which provides an improved ability to change, update and enhance it.

The website continues to provide global reach, gaining visits from over 150 countries in 2022. The website attracted 3.3 million page views and 1.1 million user sessions. Our voice, influence and impact are being heard, felt and listened to worldwide.

www.cibse.org

Boost

CIBSE is the leading professional body for the building services profession, with more than 20,000 members in 96 countries serving the global construction engineering sector. CIBSE members are part of a network that offers professional support and expertise across the globe. They work in partnership with other professional bodies, and construction and engineering firms worldwide to deliver engineering excellence in the built environment.

Supporting engineers into CIBSE membership and professional registration remains at the centre of the Membership Department's mission. We continue to develop initiatives to increase professional competence.

CIBSE provides members with:

- Unlimited access to the Knowledge Portal, with digital access to all CIBSE guidance across a vast range of sub-specialisms
- Subscription to CIBSE Journal, CIBSE email newsletter, BSER&T and LR&T journals
- Preferential rates on printed copies of guidance from CIBSE and other publishers
- Extensive opportunities for professional development and networking through discounted CIBSE training, our approved CPD training and our diverse network of Societies, Regions and Groups offering CPD online and face-to-face.

In 2022 CIBSE members and staff continued to contribute to the building safety agenda through the Engineering Council, BSI, Building Regulations Advisory Committee, government and chairing and representation across several of the 12 working groups set up under the industry Competence Steering Group.

We have progressed with streamlining our processes and procedures whilst keeping them robust to help applicants demonstrate their competence.

Through membership development activity, we have engaged with 2000 members through webinars, workshops and company presentations to promote CIBSE membership and the benefits of professional registration.

We continued to work with our Societies to provide discipline-specific competence examples for our applicants, in order that our Society members can progress through CIBSE membership and to registration with the Engineering Council. We currently have examples for façade, lighting and digital engineers.

CIBSE was approved as an assessment body in Australia for the Board of Professional Engineers Queensland and we have submitted our application to Victoria. We can therefore assist members and non-members in obtaining their required state registration. Non-members have the option to join CIBSE after their successful assessment.

2022 was CIBSE's first full year of Ofqual recognition for End Point Assessment (EPA). We have reviewed and enhanced our internal quality assurance procedures to ensure that our assessment is valid, reliable, and comparable at all times. In 2022, we received 146 applications from apprentices for their End Point Assessment, an increase of 40% from the previous year.

We conducted a CPD audit of 10% of corporate members, in line with CIBSE's commitment to standards. This year, we also introduced mandatory reflective practice as part of members' CPD requirement. Reflective practice encourages more meaningful and conscious learning and planning, and benefits individuals, employers and society.

Regions

The Institution is organised on a regional basis. There are 16 Regions in the UK and four international Regions: Republic of Ireland, Australia and New Zealand (ANZ), Hong Kong and the United Arab Emirates (UAE).

The Regions engage with members and aim to improve the understanding of building services engineering among other professions and society in general. They accomplish this by arranging activities to promote building services engineering, organising CPD events, providing networking opportunities for local members and supporting those looking to become professionally registered. This would not happen without the effort and enthusiasm of the more than 200 CIBSE members who sit across the regional committees and volunteer their time and efforts.

In 2022, the Regions organised over 180 events, held both online and in-person, with a combined total of approximately 14,000 registrants. A highlight of these was the CIBSE Merseyside and North Wales Masterclass series, a week-long series of CPD seminars aimed at students and young engineers to help equip them with the foundational skills necessary for their future careers, which attracted over 1200 registrants. The Regions have also enjoyed the continued return of their annual dinners, networking events and regional award schemes.

The international regions have had a stand-out year in 2022:

UAE

President Kevin Mitchell and CEO Ruth Carter visited the UAE Region in September to celebrate the UAE's annual awards and strengthen CIBSE's international ties to the region. Highlights included site visits to The Walk at JBR and the One Zabeel project, the signing of agreements with De Montfort University Dubai and the Manipal Academy of Higher Education to launch CIBSE Student Groups at the universities, and a panel discussion on the topic of Cross-collaboration for Net Zero Transition.

Hong Kong

President-Elect Adrian Catchpole and CEO Ruth Carter visited the Hong Kong Region in November. As part of their visit, they attended the joint City for Future: Journey to Carbon Neutral Building Symposium, organised by CIBSE Hong Kong Region, the Hong Kong Institution of Engineers (HKIE), and ASHRAE Hong Kong Chapter, at which Adrian delivered the keynote speech. They also met with the CIBSE Hong Kong regional committee, which provided a valuable opportunity to discuss plans and objectives for 2023 specific to Hong Kong and CIBSE more generally. The visit allowed them to strengthen CIBSE's long-standing relationship with the HKIE, to discuss the structures and aims of both organisations and how they can support each other more effectively going forward.

Australia and New Zealand

In October, CIBSE Australia and New Zealand (ANZ) celebrated their Young Engineers Award with their first in-person ceremony for three years. Other highlights of 2022 included a launch event for the CIBSE Registered Professional Engineer of Queensland Accreditation, the launch of CIBSE ANZ Building Services Engineering Training including modules on mechanical services and electrical

services, and the 2022 seminar series, Going from Great to Good – Raising the Tide for All Buildings, New and Old.

Republic of Ireland

CIBSE Republic of Ireland enjoyed a presidential visit from now-Past President Kevin Kelly and CEO Ruth Carter in March, with a technical presentation from CIBSE Technical Director, Hywel Davies.

Michael Curran, Regional Chair, was interviewed on RTE Radio One's Morning Ireland show, where he called for public building temperatures to be limited to 19°C. The Region also held an event to help their members boost their careers to support the 125 challenges and launched their annual mentorship scheme for 2023.

The 20 Regions are:

Australia & New Zealand

East Anglia

East Midlands

Home Counties North East

Home Counties North West

Home Counties South East

Home Counties South West

Hong Kong

Merseyside & North Wales

North East

North West

Northern Ireland

Republic of Ireland

Scotland

South Wales

South West

Southern

United Arab Emirates

West Midlands

Yorkshire

Young Engineers Network

The CIBSE Young Engineers Network (YEN) is a global network of regional centres offering a forum for engineers in the first ten years of their careers to learn new skills, expand their knowledge and give or receive peer support. YEN is open to CIBSE members and non-members.

The Young Engineers Network exists to:

- Promote a positive and welcoming image for building services, especially for those who did not study the discipline at university
- Enable young engineers to engage more closely with CIBSE at an early stage in their career
- Encourage more underrepresented groups to join and remain involved in the building services profession
- Establish a formal link with CIBSE Council and Board
- Help younger engineers promote building services engineering to school and university students
- Guide young engineers towards a long-term career in building services.

Inspiring the next generation is at the heart of YEN's work, and they have embodied the spirit of the 125 challenges this year. They guest-edited the September edition of *CIBSE Journal*, showcasing the rising talent in the industry and the work of the global YEN community.

On 7 October, the YEN held CIBSE's first student and graduate Career Day, attracting over 200 registrants, to help young engineers meet future employers, secure summer placements and develop their soft skills. They were joined by 13 employers and the CIBSE Patrons, who hosted a seminar room with sessions on climate change and sustainability. The Career Day was followed by the YEN Global Ball, with the theme of celebrating the true climate heroes that our young engineers are.

Societies and Divisions

Key engineering disciplines are represented within CIBSE by Divisions that offer professional recognition to their members and support the art, science and practice of engineering within their specialist field. CIBSE currently have six established Divisions: the Society of Light and Lighting (SLL), the Society of Façade Engineering (SFE), the Society of Public Health Engineers (SoPHE), the Institute of Local Exhaust Ventilation Engineers (ILEVE), the Society of Digital Engineering (SDE), and the CIBSE Patrons. The CIBSE Divisions currently have a combined individual membership of 6800 and over 160 company members and partners.

Society of Light and Lighting (SLL)

The Society of Light and Lighting (SLL) welcomes all who are interested in the art, science and engineering of light, lighting and its applications. Lighting designers, consulting engineers, researchers, students, academics, manufacturers, and sales staff all contribute to its membership. It offers a significant range of authoritative guidance, professional recognition, and a range of technical events. SLL is recognised worldwide as an authority on lighting and its applications.

The SLL published a number of titles in 2022:

The re-write of SLL LG9: *Lighting for communal residential buildings*, published in August, is the third edition of the guide. It details new types of multiple-occupancy buildings, the latest findings on the effect of lighting on wellbeing, and advice on how to minimise obtrusive light from external lighting. All sections have been updated to reflect the switch to LED light sources.

The rewrite of SLL LG12: *Emergency lighting* was published in April. The guide gives information on how to comply with the relevant standards and produce documentation, so that the operator of the building can demonstrate compliance with safety legislation.

The new guide, SLL LG22: *Lighting for control rooms* was published in July. Control rooms can be complex, having many operators, often with an extensive arrangement of screens, and potentially operating 24 hours a day, monitoring safety-critical operations. Establishing the geometry between operators, their screens, larger remote room displays, and the lighting and any windows is crucial. The guide will help those lighting control rooms to create the appropriate lit environment.

The SLL was also involved with and organised a number of events. In May, the Responsible Outdoor Lighting at Night conference (ROLAN 2022) took place online. The conference focused on the issues regarding light pollution and the impact on flora and fauna. The SLL partnered with Dr Karolina M Zielińska-Dąbkowska from Gdansk University of Technology to deliver the event. There were 31 international speakers and 310 delegates. The event was supported by seven industry bodies, who also signed a ROLAN Manifesto for Lighting Professionals (www.cibse.org/policy-insight/news/responsible-outdoor-lighting-at-night-rolan-manifesto-for-lighting-professionals) and four sponsors.

The SLL AGM, awards and Presidential Address took place in May at the People's History Museum, Manchester and online. The event acknowledged the work of the Society and volunteers and saw the handover of the SLL presidency from Ruth Kelly Waskett to Andrew Bissell. The awards included the SLL Regional Award, Lighting Award and President's Medal.

SLL Ready Steady Light took place in partnership with Rose Bruford College in October, with 13 teams competing to win the three awards. Team Cundall won the technical award, Team CBG Consultants won the artistic award and Team MID the peer award.

In November, the Society exhibited at LiGHT 22 at the Building Design Centre, London, and at Build2Perform Live at ExCel London – where they launched the rewrite of the *SLL Code for Lighting* with the Editor in Chief and Project Manager, Sophie Parry. The first edition of the Code was published by the Illuminating Engineering Society of Great Britain in 1936. In those days, it was the sole publication containing all the application metrics for indoor and outdoor lighting, as well as chapters on first principles, calculations and metrology. The new edition sets out the fundamentals of lighting design for the application of light and lighting within the built environment. The 2022 update reflects the rapid development in lighting technologies and research, with advances in LED lighting technology over the last decade making it the dominant light source.

The SLL Young Lighter 2022 final was held online in December. The annual competition is open to anyone with an interest in light and lighting. Scott Kluger, from Hoare Lea, was named 2022 SLL

Young Lighter following his presentation *Daylight harvester: A tool to enhance lighting operational performance*.

The SLL is supported by 24 Sustaining Members, companies who support the work of the Society through technical and financial engagement in its' work and the development of guidance and events. They provide a wealth of expertise and knowledge to underpin the SLL's work and promote light and lighting as a key built environment discipline.

Society of Façade Engineering (SFE)

The Society of Façade Engineering (SFE) brings façade professionals together in a forum where they can work together to advance knowledge and practice in façade engineering, promote good practice and ensure that today's increasingly complex building façades meet the many and varied performance criteria. The Society focuses on the many disciplines involved in the interdisciplinary process of design, supply, installation, testing and operation of building façades. The Society is built on the belief that for buildings to achieve a high energy efficiency, and create a safe and comfortable environment for occupants, there must be appropriate dialogue between architects, façade engineers, building services engineers, structural engineers, and contractors. The Society provides an important forum for the profession to address the challenges of the building safety programme in relation to façade design and delivery.

This year, the Society welcomed new SFE applicants seeking to show their competence by demonstrating the required level of education and experience to achieve the Society's professional grades. Applications were received from new members seeking professional recognition and existing members upgrading their membership as they gained further experience, with the final application deadline of the year receiving 17 applications.

In 2022, the SFE also launched its tailored [Façade Engineering route](#), allowing people to apply for MCIBSE CEng status and MSFE status simultaneously. The new route ensures that at least one interviewer on the panel is a façade engineer, familiar with the experience required for façade engineers applying through this route, and offers applicants an example of a façade-related technical report for MCIBSE.

The SFE were able to maintain momentum with both in-person and online events in 2022. Their online webinars included a session on the Maggie's centre at St Bartholomew's Hospital, London, presented by Gavin Kerr of Arup and Chris Aspinall, SFE Chair, and a post-AGM presentation by Rebecca Hartwell of the Glass and Façade Technology research group, titled *(Un)Fixing facades: The pursuit of material efficiency from design to second-life*.

There was also a range of in-person events, including a façade walk around central London, and an event focused on the Building Safety Act, featuring presentations from Dr Hywel Davies, *Preparing for the Building Safety Act – what do I need to do?* and Dr Patrick Ryan titled *The PI insurance crisis*.

For the first time, the [2022 SFE Façade Design and Engineering Awards](#) joined forces with ZAK World of Facades' London Conference. With ten categories celebrating sustainability and innovation in the

UK and international façade engineering, this year's awards recognised refurbishment and new build projects, along with the 2022 Young Façade Engineer of the Year.

After initial groundwork in 2021, the SFE were pleased to launch their SFE Student and Affiliate Sub-Committee, which gives a voice for those in the early stages of their career and encourages people into the façade industry. They have successfully recruited volunteers to their sub-committee and have conducted their first meetings, as well as representing the SFE at the SheCanEngineer career fair event in London, in June.

Building on the success of their existing Hubs, the Society was excited to announce the launch of its [North America Hub](#). The SFE's first international Hub is a hybrid virtual-remote group, which will hold both in-person and virtual events throughout the year, bringing together the façade industry and encouraging new professional connections.

Society of Public Health Engineers (SoPHE) and SoPHE Industrial Associates

The Society of Public Health Engineers (SoPHE) aims to provide a higher profile and focus for public health engineers.

In 2022, the Society hosted another successful annual Plumbing Centre of Excellence/Young Engineers Network Plumbing Competition in collaboration with United Group Colleges. The competition aims to bridge the gap in students' learning, from domestic to commercial installations. SoPHE's young engineers competed with and alongside college students in plumbing problem-solving, hand skills, and practical fault finding of plumbing installations. The day was supported by the SoPHE Industrial Associates, who remain key in assisting and supporting the next generation of public health engineers.

In March, the Society saw a return of their Technical Conference, with the 2022 theme focusing on water. Sponsored by six Industrial Associates, it provided a chance for SoPHE members to hear from experts and advisors on regulatory and planning guidance, with industry pioneers talking about inventive public health engineering solutions that are being developed to support sustainability and our changing climate.

SoPHE also has active regional networks in London, the South West, North, Midlands and the United Arab Emirates (UAE). May 2022 saw a long-awaited return of the SoPHE Northern Dinner at the Midland Hotel, Manchester. The event was attended by over 130 public health engineers and sponsored by 18 Industrial Associates. The event was a huge success and plans are under way for the 2023 Dinner.

The SoPHE Young Engineers Network also had another productive year, offering SoPHE young engineers high-quality, in-person events including a site visit, a Technical Symposium on water scarcity and water neutrality, and a hosted tour of the Building Centre, London.

The Society were also able to continue their successful programme of global and regional online CPD webinars, supplying their members with high-quality technical content. The webinars had over 1113 registrations in 2022, showing the continued demand for online CPD. Presenting slots for SoPHE's monthly webinars are fully booked to the end of 2023.

The SoPHE Technical Committee is currently working on a revision of Guide G *Public health and plumbing engineering*, as well as two CIBSE Technical Memoranda: one on ventilation stacks for drainage in high-rise buildings, and the other on solving the problems caused by fats, oils and grease.

In collaboration with the CIBSE Healthcare Group, SoPHE had a stand at the 2022 IHEEM Healthcare Estates Conference in Manchester. The exhibition is the UK's largest trade exhibition for the sector, covering all areas of healthcare estates, design, build, maintenance and management, and shows a positive example of CIBSE's various networks collaborating for the good of industry.

The Society rounded off a productive and successful year with their annual London Dinner at the Royal Lancaster Hotel. The event, attended by 370 people, brought together professionals from across the public health industry to celebrate and award achievements within the sector. Freya Scott, from Arup was named SoPHE Young Engineer of the Year, following her work at the 2022 SoPHE Plumbing Centre of Excellence/YEN Plumbing Competition. Rachel Yates, of Arup and Jess Humphries, Ramboll, were awarded joint second place. The Chris Sneath Bursary was presented to Kevin Buchanan for his achievement of Level 2 first prize. Phil Salmon was made SoPHE Honorary Fellow in recognition of his incredible contribution to the public health industry.

SoPHE comprises 1000 individual members and 65 supporting company members, known as SoPHE Industrial Associates. The Industrial Associates work together to use their wide-ranging expertise to strengthen the public health engineering industry, through co-operation and collaboration with SoPHE, CIBSE and other related organisations. The Industrial Associates support initiatives and innovations that have a direct relationship to the betterment of the public health engineering industry, and which encourage the use of best practice in sustainability, health and safety, environmental quality and work efficiencies, recruitment, education, and other matters of concern to the industry. In 2022, SoPHE welcomed six new Industrial Associates.

The SoPHE Industrial Associate flagship event was their Summer Exhibition at the Building Centre, London. The event was sponsored and attended by 26 SoPHE Industrial Associates, who were given the opportunity to provide information on new products and processes, as well as much needed networking after a two-year hiatus.

The SoPHE Communications Working Group have started initial work on a quarterly ejournal, with the first issue published in January 2023.

The Institute of Local Exhaust Ventilation Engineers (ILEVE)

The Institute of Local Exhaust Ventilation Engineers (ILEVE) was established to recognise competence in the practical application of local exhaust ventilation, to promote air quality in the workplace, and to reduce ill health and death due to airborne contamination and hazardous substances in the working environment.

Throughout the year, ILEVE welcomed new members through the application grading process. Applicants are required to show their competency across five subject modules: principles of occupational hygiene, system design, installation management, commissioning, and thorough

examination and testing. Successful applicants are awarded a membership grade and given a competency card, which demonstrates their accredited fields of expertise.

In 2022, the ILEVE Membership Grading Committee finalised the new ILEVE Fellow Grade (FILEVE). FILEVE is for individuals who have achieved the most senior grade of ILEVE membership and have made a significant contribution to local exhaust ventilation engineering and are able to show a commitment to CPD. The Institute is pleased to have had its first two members pass the grading process to achieve FILEVE.

In April 2022, in collaboration with the British Occupational Hygiene Society (BOHS), ILEVE held their seventh joint LEV – Extracting the Best Practices event. The theme was design for control, and presentations covered: different dust filter units; a design case study; design elements from the ACGIH manual; drawing standards; and TExT schematics. ILEVE also discussed stack design, women in the LEV profession, and clearance time testing methods. The event was a chance to reinforce the importance of collaboration and building stronger relationships between all interested parties when it comes to LEV.

April also saw the launch of the ILEVE enewsletter. The enewsletter covers upcoming industry events, policy changes, and opinion pieces and offers sponsorship opportunities. It has included articles on LEV user training, new Building Regulation F (ventilation), and an article by Professor Kevin Bampton, Chief Executive of the BOHS and former legal academic, discussing the relationship between occupational hygiene and LEV. The newsletter has an average open rate of 34% - well above industry standard.

ILEVE has various sub-committees, which focus on specific aspects within LEV, this includes TC01 – TExT reports, TC02 – Partnership scheme, TC03 – Recirculating filters, TC04 – On-torch extraction and TC05 – BOHS – BESA qualification, TC06 – Direct reading instruments and TC07 – Stack design. The ILEVE sub-committees create a space where ILEVE members can collaborate with individuals representing other organisations from across industry such as the BOHS, Institution of Occupational Safety and Health (IOSH), Safety Assessment Federation (SAFed), Health and Safety Executive (HSE) and Unite the Union.

In 2022, the ILEVE Technical Committee looked at standards for the supply, installation, servicing, testing, commissioning, and use of fume cupboards, recirculating fume cupboards and microbiological safety cabinets and invited members and other industry bodies and individuals to peer review their Competency Matrix. The Matrix sets out the job roles associated with the purchasing and safe use of these systems, the knowledge, skills and qualifications required by persons undertaking these roles and the sources of information and training available.

The Institute had an exhibitor stand at the Manufacturing Technologies Association's biennial event MACH, at the NEC in Birmingham. The event attracts 25,000 visitors and more than 600 exhibitors. ILEVE's presence at the event allowed them to interact with companies and organisations from across the industry and gave ILEVE members and CIBSE staff a chance to attract potential new members.

In June, ILEVE held their 2022 AGM and Technical Day at the HSE laboratory in Buxton. As well as confirming the ILEVE Steering Committee for the next 12 months in line with the Institute's rules, the

day also provided ILEVE members with high-quality technical presentations. Talks covered: LEV noise with Chris Stell, Specialist Inspector (Noise and Vibration) at HSE, and a presentation titled *Controls on plating tanks* by Matt Coldwell, Occupational Hygienist at HSE.

Society of Digital Engineering (SDE)

The Society of Digital Engineering (SDE) provides a forum for those involved in digitalising the built environment, whether as designers, contractors, manufacturers, clients, facilities managers or software vendors. Membership is open to all involved in digital engineering, building information modelling (BIM), information management, software for design and analysis of buildings, computer aided facilities management, and other related activity. It provides professional recognition to digital engineers and a route to CIBSE membership and registration with the Engineering Council. The SDE continues to work closely with the CIBSE Digital Engineering Steering Group, which works to create the products and services used by members.

In 2022, the Society elected Andrew Krebs as its new Chair. The Chair and SDE Executive Committee have been working hard to rejuvenate the SDE Executive Committee and wider steering group following the pandemic and to create an SDE strategy to align with CIBSE's Societies Strategy. This will incorporate feedback gathered from the SDE member survey carried out in August.

2022 also saw the long-awaited return of the [SDE Digital Awards, held at Build2Perform Live](#) in November. The awards celebrate progress and excellence in digital engineering. This year's categories were designed to recognise the progress of digitalisation across built environment professions, recognising those who are contributing to the digitalisation of our work, where we live and how we experience it, including technicians, engineers, developers, designers, contractors, manufacturers or any group or team who are making a difference in their field. The Society received high-quality entries across all seven categories. The overall Digital Champion award was won by Atkins, member of the SNC-Lavalin Group for their project, Decarbonomics.

The SDE has continued to work on ongoing projects, such as Product Data Templates (PDTs) and Symbols, and helped to create automation products, such as Embodied Carbon Calculators, for the UK and Australia and New Zealand. These digital tools are associated with the CIBSE TM65 suite of publications on embodied carbon.

Looking forward to 2023, the SDE are especially keen to make further progress on their SDE Partner company membership scheme and developing professional, graded membership classes.

CIBSE Patrons

The CIBSE Patrons are often referred to as the 'corporate supporters' of CIBSE, as they are the group of businesses that collaborate to provide financial, moral and technical support to the Institution. Some of the key aims of the Patrons are to increase recruitment and retention of engineers in the industry, and to support CIBSE in the development of knowledge, technical information and resources, encouraging the use of best practice in areas such as sustainability and health and safety.

The Patrons Committee meets regularly to discuss future plans and projects in which they can develop and carry out their aims.

In 2022, the Patrons established a new strategy with a focus on using their funds to support CIBSE activities that target education and STEM outreach in schools, as well as career support for those just starting out in their engineering journey.

The Patrons' annual House of Lords Lunch was held in April, after a three-year hiatus, and is a key part of the Patrons' and indeed CIBSE's year. It was a fantastic event and provided incredible networking opportunities. The attendees also received a technical policy update from Dr Hywel Davies, which was centred around the Building Safety Act.

Engaging with the Young Engineers' Network (YEN) is a central part of the Patrons' aims, and this was apparent in their support for the YEN Careers Day and Gala in October. This landmark event for CIBSE and the YEN provided career opportunities for young and newly qualified engineers, followed by an evening celebration. It was an overwhelming success, and the support and presence of the Patrons was invaluable.

The Patrons have also been working with the newly relaunched Fellows Network. The Patrons Committee saw this as a fantastic chance to engage and collaborate with some of the most experienced and knowledgeable minds in the industry, to further the aims of both committees and CIBSE. The Patrons have committed to support the Fellows Network, something expressed by Patrons Chair Scott Mason in his address at the Fellows Network Launch in December. This collaboration is incredibly exciting, and both parties are determined to engage with the YEN to encourage more young engineers to join the industry.

Looking ahead to 2023, the Patrons are committed to furthering their aims. They will continue to work closely with the Fellows, as the Fellows Network continues to build momentum and engage with members of our industry. The YEN will also be integral to 2023 for the Patrons, and they will continue their commitment to engage with and support the bright young talents of building services.

Special Interest Groups

The CIBSE Special Interest Groups provide a wealth of CPD for members and non-members alike and allow for open, and occasionally challenging, discussion on topics that cover the wide breadth of issues faced by building services engineers.

With a combined memberships of nearly 50,000, our Special Interest Groups are:

1. ASHRAE
2. Building Simulation
3. Chimneys and Flues
4. CHP and District Heating
5. Daylight
6. Electrical Services
7. Energy Performance

8. Facilities Management
9. Healthcare
10. Heritage
11. Homes for the Future
12. HVAC Systems
13. IT & Controls
14. Intelligent Buildings
15. Lifts
16. Natural Ventilation
17. Resilient Cities
18. School Design

2022 was a busy year for the Special Interest Groups, with a variety of activities including webinars, in-person seminars, newsletters, blogs, awards and much more. They continued their collaborations and enjoyed working together to spread knowledge of their practices. Some of the most impressive events were:

- IT and Controls and Facilities Management Group: How apprenticeships launch careers and deliver skills: 48 people registered (in-person)
- Building Simulation Group: Overheating: Approved Document O: 399 registered (hybrid)
- Building Simulation Group: Part L, Volume 2: Buildings other than dwelling: 291 registered (hybrid)
- Energy Performance Group: What could stop the electrification of commercial buildings?: 270 registered (online)
- Intelligent Buildings Group: What is artificial intelligence when it comes to architecture?: 225 registered (online)
- HVAC Group: Embodied carbon: 176 registered (hybrid)
- Facilities management: Building Safety Act 2022, Fire Safety Act 2022 and BS 8644-1 2022: 130 registered (in-person).

2022 also saw the launch of some exciting new projects, the first being the Retrofit in Heritage sub-committee, which came about due to high interest in this topic, and thanks to the commitment of dedicated volunteers, such as Amy Punter and Daniel McNaughton. The sub-committee began their journey with a series of three seminars, the last of which had 150 registrations, and resulted in an in-person session at Build2Perform Live.

The Building Simulation Group saw a return to the in-person Building Simulation Awards, which took place at Build2Perform Live. Led by Events Secretary Alexandros Chalkias, the entire committee pulled together to make the awards happen. Congratulations to Daniel Sanchez-Garcia, who won the Building Simulation Award, and Shweta Salvankar, who won the Young Modeller Award.

We have also seen great collaboration between Groups this year. The Facilities Management Group and IT and Controls Group held a joint in-person event on the importance and value of apprenticeships. The event was a great example of Groups working together to engage young engineers and young people looking to make a start in building services engineering.

The Facilities Management Group also held their Building Safety Act 2022, Fire Safety Act 2022 and BS 8644-1 2022 event at Sodexo's office. This was an informative and very well attended event with keynote speaker Dame Judith Hackitt. Dame Judith was a leading figure in the creation of the Building Safety Act and her knowledge and expertise on this is unrivalled. The event was a unique opportunity to hear about the key aspects of this critical area for our industry. It also featured in the following edition of the HSE Building Safety ebulletin, with Dame Judith welcoming the work of the Group to raise awareness of the Act amongst the facilities management community.

In November, the Lifts Group's annual seminar took place at CIBSE's office in Balham. It was a successful and enjoyable day, with detailed and insightful talks from a variety of industry professionals, including Dr Gina Barney, whose presentation was very well received and her wealth of knowledge and experience, accumulated over a lifetime in the industry, were clearly on show.

The Intelligent Buildings Group hosted a number of webinars in 2022, all attracting a large number of attendees. One of the most popular was their webinar, What is artificial intelligence when it comes to architecture?, chaired by Dr Yangang Xing and featuring an insightful presentation from Dr Danyal Ahmed, which attracted an audience of 225.

Inclusivity and Diversity Committee

CIBSE launched a new Inclusivity and Diversity Committee in 2022, with the aim of increasing diversity within the building services sector.

The Committee replaces the Diversity and Inclusion Panel and will be chaired by the Immediate Past President. The inaugural committee chair is Kevin Kelly.

The Committee aims to create greater awareness of diversity and inclusion within CIBSE membership and volunteering groups as well as influence the wider building services industry. It also intends to provide greater opportunities for those from less represented groups to become senior volunteers and award nominees.

There are four sub-panels which will feed into the Committees work. These are Women in Building Services Engineering (WiBSE), chaired by Annette Ash, and three new panels representing different communities: LGBTQI+, chaired by David Stevens, ethnic minority, chaired by Hakeem Majanju, and neurodiverse communities within CIBSE.

Fellows Network

The CIBSE Fellows Network was relaunched in December 2022. Driven and chaired by Geoff Prudence, who was also awarded an Honorary Fellowship at the 2022 AGM, the new Fellows Network is a fantastic opportunity for some of the industry's greatest and most experienced minds to be more active within CIBSE and provide mentorship for younger generations and the rest of the building services community. The Network was officially relaunched on 7 December at the Passmore Centre, London South Bank University, where the future aims of the Network were explained. These include: hosting masterclasses and webinars, inspiring younger engineers to apply for Fellowship, and engaging with the newly launched CIBSE Mentoring Platform. The Network already has an active committee and there are more opportunities for other Fellows to join this in the future.

Share

In 2022, CIBSE produced 21 new guidance titles, which matches the 2021 total. Nine new authors have also been introduced to the process of writing and releasing guidance, and CIBSE is steadily growing our base of member volunteers.

As always, our most popular knowledge items are CIBSE Guides and new publications.

Notable releases

The most popular new guidance in 2022 was *Heat pump installations for large non-domestic buildings* (AM17), with 1839 downloads, and more than 1000 people attending the related #GrowYourKnowledge webinar.

The updated edition of *Evaluating operational energy use at the design stage* (TM54) provides a response to the climate emergency, and the requirement to deliver high-performing buildings while meeting net zero carbon targets. It was also very popular, with more than 1500 downloads in 12 months and nearly 800 attendees to the associated #GrowYourKnowledge webinar.

To support the requirements for airtightness testing in Approved Document F of the Building Regulations in England, a revised version of *Testing buildings for air leakage* (TM23) provides guidance that links not only to energy and carbon performance, but also to air quality and occupant comfort. It has been downloaded nearly 900 times, and more than 500 people attended the #GrowYourKnowledge webinar.

CIBSE's guidance on embodied carbon also developed substantially in 2022. This builds on the initial guidance in *Embodied carbon in building services: A calculation methodology* (TM65), which was released in early 2021. The focus in 2022 has been on internationalising the TM65 methodology. To that end, CIBSE released guidance on adapting the methodology worldwide. *Using the embodied carbon methodology outside the UK* (TM65LA) has two aims: firstly, to detail the process required to define embodied carbon coefficients for use in one project; and secondly, to detail the process required to create a robust local addendum for any region, which can be used on multiple projects. *Using the TM65 methodology in Australia and New Zealand* (TM65ANZ) provides a prototype for other regions to follow. It is likely that local addenda for other regions will be developed in the future.

Other notable Knowledge releases in 2022 include:

- A new edition of Commissioning Code M: Commissioning management which is also referenced as an approved methodology for demonstrating compliance with Regulation 44 of the Building Regulations in England
- Monitoring indoor environmental quality (TM68)
- Dynamic thermal modelling of basic blinds (TM69)
- The first four parts of the new Applications Manual on medium voltage distribution, AM18. This guidance aims to fill the gap in electrical knowledge in respect of safe use of medium voltages for the distribution of electrical power.

Technical journals

CIBSE publishes two peer reviewed technical journals: *Building Services Engineering Research and Technology (BSER&T)*; and *Lighting, Research and Technology (LR&T)* in partnership with the publisher Sage. The journals contain high-quality articles on the latest research and critical reviews of the latest literature in their fields and they continue to benefit from rising impact factors, demonstrating their importance to the research community. *BSER&T* is published six times a year and *LR&T* eight times a year to meet demand.

Available to all CIBSE members as a benefit of membership, they enable the Institution to disseminate peer reviewed research to a wide international audience and contribute to the development of CIBSE knowledge and guidance for the future.

2022 was a time of transition for *BSER&T*. The Journal welcomed Professor Lynne Jack, a past President of CIBSE and Director of Research at Heriot-Watt University, as the new Chair of the Editorial Board, and also saw the end of the tenure of Professor Tim Dwyer as the Managing Editor. Under Tim's stewardship, the Journal has embraced digital production technology and survived the COVID-19 pandemic, whilst seeing its impact factor improve year-on-year, now standing at 2.5. This steady increase is a testament to the commitment and expertise of the Editorial Board and reviewers and highlights the increasing quality and relevance of the articles published in the Journal. The Institution is grateful to Tim for his work as Managing Editor and outstanding contribution to knowledge sharing.

In May the Journal published a special issue, comprising a selection of papers developed and subsequently peer reviewed from those delivered at the eleventh annual, virtual, CIBSE Technical Symposium in 2021. The selected papers demonstrate the application of engineering knowledge, know-how and innovation in the creation of safe environments with reduced environmental impacts across a range of building services applications.

LR&T continues to enjoy a high impact factor and attracts excellent submissions from around the lighting world. It continues to publish a wide range of papers highlighting the research that is currently being undertaken into light and its application in the built environment. There continues to be a healthy focus on the interaction between lighting and human behaviour, as well as attention to the ongoing public debate about the role of public lighting in pedestrian safety and its potential influence on incidents of violence against women in public spaces. These discussions highlight the relevance of the work of lighting professionals to wider social issues and the importance of professional lighting design based on evidence and data, and not just on public perceptions and reactions.

In November the Journal published a special issue on the topic of Lighting Design Objectives (LDOs), promoting lighting design approaches which extend beyond traditional considerations to include ambient illuminance and perceived quality. This was the first *LR&T* special issue and prompted significant debate and discussion of this important topic.

LR&T reaches a global audience with a readership drawn from a range of professional and academic backgrounds, further enhancing CIBSE's role as the premier publisher of lighting guidance in the UK.

Both journals are available online to CIBSE members as a membership benefit, with a worldwide subscriber base supported by our publishing partner Sage.

www.cibse.org/technicaljournals

Training:

Overall 2376 people received CIBSE training in 2022:

- 809 through on-demand training
- 367 corporate training
- 1200 live online training

CIBSE Training launched two new courses in 2022:

- Introduction to the Building Safety Act
- TM66 - Module 1 - Creating a circular economy in the lighting industry

It also updated five courses:

- Advanced simulation modelling for design for performance
- Design of heating and chilled water pipe system
- Electrical services explained
- Overview of IET wiring regulations (18th Edition)
- Embodied carbon in MEP design: How to use CIBSE TM65

The most popular courses in 2022 were those covering energy efficiency, the Building Safety Act, embodied carbon and heat networks.

The Training Team also held their first trainer thank you and feedback day, with the aim that this will be an annual event. The event was to recognise the work of all CIBSE trainers, offer them the opportunity to network together, and provide feedback to the team.

A new peer review process for training courses was also introduced, and surveys on future training needs post-pandemic were conducted to help design and influence the 2023 training programme.

A full review and rebrand of all training materials, procedures and forms was also completed in 2022, and the 2023 training brochure was released in November.

www.cibse.org/training

#GrowYourKnowledge webinars

The #GrowYourKnowledge webinar series continued to run in 2022 and celebrated over 45,000 registrations since its launch in April 2020, demonstrating its reach to the wider industry. Each webinar is designed to highlight a new CIBSE knowledge output and features industry expert speakers, and includes a live Q&A, allowing for interactive content. The most popular topics in 2022 were:

- Heat pump installations for large non-domestic buildings
- Evaluating operational energy performance of buildings
- Embodied carbon methodology (TM65)

CIBSE will continue to run #GrowYourKnowledge webinars in 2023 with a focus on CIBSE's top knowledge priorities.

www.cibse.org/growyourknowledge

Engage

Our Royal Charter establishes the role of the Institution to support 'the art, science and practice of building services engineering by providing the public and our members with first class information and education services.' A primary purpose for CIBSE is therefore as a leading provider of authoritative guidance on the principles and practices of building safety and performance. CIBSE guidance enables engineers to keep up-to-date with the very latest requirements and professional solutions to meet their clients' requirements and comply with regulations relating to engineering competence.

Since the pandemic we operate in a fast-changing professional landscape, requiring digital delivery and creation of knowledge and guidance, and online provision of training and knowledge.

The growing pace of technical and regulatory change in response to climate change is driving rapid development and the updating of CIBSE guidance to support the decarbonisation of the built environment, with a number of new titles released in 2022 on embodied carbon and heat pump systems for buildings.

The regulatory changes now being implemented in response to the Grenfell Tower tragedy and the Building Safety Act represent the most fundamental reform of the building safety and control system since the Second World War. CIBSE is closely involved in the development of the new regime, particularly relating to the competence of engineers and the adoption of better information management processes in the industry.

Given the impact of buildings on everyone, our response to changing climate and its consequences and to the building safety regime are absolutely central to the role of the Institution and our delivery of benefit to society.

COVID-19

CIBSE's ongoing response to the COVID-19 crisis continued to be highlighted in our work with the Royal Academy of Engineering for the Chief Scientific Adviser on delivering infection-resilient environments. We have continued to work closely with the Academy on its second phase report on the longer-term requirements to maintain buildings in a state that reduces their contribution to the transmission of disease, not just in a pandemic but in everyday working life.

We have continued to contribute to government advisory groups and provide evidence to government and the devolved administrations on the role of ventilation and the importance of competent building management in keeping buildings operating routinely and regularly in a safe and healthy manner.

Building safety

The Building Safety Act 2022 received Royal Assent in April 2022. Implementation of the Act will deliver the most fundamental reform of the legislation relating to the construction and operation of buildings in England in 80 years and will undoubtedly lead to changes in the rest of the UK as the devolved administrations also seek to improve building safety in their own jurisdictions.

CIBSE is actively communicating the scale of the changes that government is looking to drive through this legislation. We continue to work closely with other engineering institutions and with the Engineering Council in relation to engineering competence requirements.

The Act will be supported by a range of further legislation and two major consultations were published in 2022. CIBSE worked closely with other sector groups through Actuate UK, and with the Construction Industry Council and Construction Leadership Council to develop comprehensive responses to these. Whilst absolutely supporting the intention of the new regime to deliver safer buildings, we provided detailed feedback on some of the practical challenges posed.

It is essential that we continue to communicate clearly and at every opportunity that the new regime will apply to all building work that requires notification in any way to a building control body and will place a duty to demonstrate competence on all those appointed to work on building projects. This also requires us to work with our members and the wider industry to deliver the competence frameworks to enable competence to be assessed and evidenced and to deliver broader guidance on how the industry can satisfy the functional requirements of the Building Regulations.

CIBSE is actively involved in the development of the new competency regime, as well as contributing to the more detailed discussions around the stricter regime that will apply to higher-risk buildings.

CIBSE is also closely involved in developing the golden thread, the mechanism for managing the information required to give the right people the right information at the right time to keep buildings safe. We are also actively contributing to the development of information management standards that will support the golden thread and enable better working practices across the wider industry.

We continue to cover the industry change agenda through *CIBSE Journal*, on our website and through regular events. In September we held the first in a series of events providing detailed insight into the new regime and these will continue in 2023, providing further information as it evolves.

The Building Safety Act creates a new national Building Safety Regulator (BSR), who will oversee all aspects of building regulation and also regulate the building control profession. The Act makes significant amendments to the Building Act 1984. The Act also creates a new regime for the statutory management and regulation of the safety of all occupied high-rise residential buildings*, covering the design, construction and operation of all new and existing buildings in scope.

*the Act will initially apply to occupied residential buildings with seven or more storeys or over 18m in height with more than one residence

We are actively engaged with government in the development of the new regime and the measures that will enable it to operate. Working closely with sector colleagues in Actuate UK, we continue to contribute to the work of the Construction Leadership Council on Building Safety, which seeks to co-ordinate the industry response to the Act.

Professional competence

The Act brings radical change for the building control profession, with statutory registration to protect the public interest and drive further improvements in building control competence. All those who work on high-rise residential buildings, in whatever capacity, will be required to demonstrate and maintain competence, with new statutory roles and responsibilities and statutory safety cases to support regular safety case reports.

A statutory function of the new BSR is to 'facilitate improvement in the competence of industry and of building inspectors' The BSR has a duty to give appropriate 'assistance and encouragement' to those in the industry or members of a profession to improve their competence.

The Act establishes new statutory roles for individuals or organisations who design, construct and operate buildings. The BSR will set competence requirements for the designer and contractor, with duties on those appointing them to ensure that those appointed really are competent. CIBSE is working closely with the Engineering Council and other professional bodies to enable everyone working on buildings to demonstrate that they are competent to do what they do and be able to evidence their competence.

There will be an onus on people and employers to assess competence and demonstrate it to clients and regulators. There will be a duty not to accept an appointment for work for which a person or organisation is not competent.

To support these new requirements CIBSE has supported the work of the British Standards Institution (BSI) to develop an 'overarching framework' for industry competence and more detailed specifications for the three new dutyholder roles of Principal Designer, Principal Contractor and Building Safety.

CIBSE provides a one day training course which introduces participants to the Building Safety Act, the new competence regime, requirements for higher-risk buildings and the implications of the Act, which is delivered by senior staff and members who are actively involved in the reform process.

Fire safety engineering

Fire safety remains a priority in the aftermath of the Grenfell Tower tragedy. Following the introduction in November 2018 of the ban on combustible materials in the external walls of residential buildings over 18m in height, there has been considerable debate about details of the application of the ban and of the permitted exemptions.

Whilst the overall intent is for designers and constructors to avoid the use of combustible materials wherever that is realistically feasible, the ban created a need for further guidance. The Society of Façade Engineering has worked with the Centre for Window and Cladding Technology (CWCT) to develop further guidance on the current regulations and the Society and Centre continue to review and update the guidance in the light of emerging information and further government requirements relating to the ban as well as questions emerging from the industry.

Net zero carbon building

With the formation of the Net Zero Carbon Buildings Standard consortium in 2022, there has been significant activity throughout the year to develop the standard to drive the net zero carbon agenda. CIBSE is a founder member of the consortium and has invested significantly in the work of the Technical Steering Group and the activity of the Governance Board. CIBSE is working with like-minded professional bodies to deliver a robust standard that will enable zero carbon buildings to be clearly identified and recognised across all parts of the property sector.

CIBSE continues to produce guidance on decarbonisation of buildings, covering heat pumps and electrification of buildings and also developing our guidance on embodied carbon and the circular economy. CIBSE's knowledge is a key tool, providing building designers, constructors and operators with the guidance they need to design, build, manage maintain and operate low carbon buildings.

Our expertise is vital to setting appropriate standards for future commercial and public buildings and our homes to provide safe, healthy, low carbon places to live, work, study and spend leisure time.

Following the introduction of the latest changes to Parts F and L of the Building Regulations and the new Part O for overheating and Part S for electric vehicle charging, CIBSE continues to work with government and industry to develop knowledge and guidance to enable the UK to meet the net zero challenge safely, and to support these changes to regulations to deliver net zero carbon building approaches. We continue to support the developments needed to create meaningful Future Homes and Future Buildings Standards.

We have continued to work with the Department for Business, Energy and Industrial Strategy (BEIS) to develop policy for low carbon heating and to encourage progress on a scheme to measure and disclose the operational energy use of commercial buildings outside the public sector.

Supporting climate change policy

CIBSE has an established record of engagement on climate change mitigation and adaptation and the link to building performance. Our work on the impact of climate change on buildings, in particular overheating, continues to inform our guidance and supports the work of the Climate Change Committee as well as the relevant government departments, which include Department for Levelling Up, Housing and Communities (DLUHC), BEIS and Department for Environment, Food and Rural Affairs (Defra).

CIBSE also collaborates with other organisations on climate change guidance and policy, including the Royal Academy of Engineering (RAEng), Low Energy Transformation Initiative (LETI) and the Royal Institute of British Architects (RIBA) and we have supported the development of key RAEng reports on net zero during the year. As a full member of the Construction Industry Council (CIC), CIBSE is actively engaged in CIC policy related work, including the Climate Change Panel, where our Head of Sustainability, Dr Julie Godefroy, participates on CIBSE's behalf.

CIBSE is contributing to implementation of the CIC climate action plan ([Construction Industry Council - CIC launches a Carbon Zero climate action plan for Professional Institutions](#)), which CIBSE, along with nearly 40 organisations, agreed in June 2021. The plan commits all the institutions to significant actions to reduce the emissions relating to our activities.

In 2022 CIBSE published the third annual update to its climate change action plan, first published in 2019 and which also informed development of the CIC's framework action plan. We are now developing our own plans, which will also be taken into consideration when making decisions around CIBSE's new office.

CIBSE is a key contributor to the work being undertaken for BEIS relating to the development of SAP/RdSAP 11, the calculation methodology which will accompany the 2025 Future Homes Standard. We are also represented on the oversight panel for the Future Homes Hub, which has been established to support implementation of environmental legislation in housebuilding. CIBSE is also actively engaged in the technical working groups for both the Future Homes Standard and the Future Buildings Standard. Taken together, these are a key package of opportunities to shape future low and zero carbon building.

In 2022 we supported various UK and devolved administration working groups. This again shows the direct relevance of CIBSE's work to improving the performance of new and existing buildings in the UK and demonstrates the value and influence of CIBSE guidance in the development of wider policy and regulation in relation to climate change.

Digital standards and tools

CIBSE contributes to various industry initiatives and committees on digital standards. In 2022 we played a leading role in work on the Building Safety Act, in particular on the definition and principles for the golden thread of information, working with the Building Regulations Advisory Committee (BRAC). We are also contributing to the Golden Thread Initiative (GTI), through which a large group of professionals is developing case study material to support the implementation of the golden thread in practice.

We played a leading role in the development writing of BS 8644-1:2022 (*Digital management of fire safety information. Part 1: Design, construction, handover, asset management and emergency response - Code of practice*), which details methods by which fire safety related information can be created, captured, stored and exchanged. Following publication of the standard in 2022 there is an ongoing programme of training, awareness raising and further development to support implementation of the standard by industry.

CIBSE continues to contribute significantly to the series of international standards ISO 19650, *Organization of information about construction works*. These enshrine many of the principles of the UK BIM Framework into international standards, supporting the use of UK expertise around the world. Two further parts are currently being worked on, ISO 19650-4 (*Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM) — Information management using building information modelling — Part 4: Information exchange*) and ISO 19650-6 (*Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM) — Information management using building information modelling — Part 6: Health and safety*).

We have released new digital tools for CIBSE, including the embodied carbon calculator for building services products, based on the methodology detailed in TM65: *Embodied carbon in building services: A calculation methodology*. We have also developed a circular economy tool for lighting products with the Society of Light and Lighting, based on TM66: *Creating a circular economy in the lighting industry* and the circular economy assessment methods, *CEAM-Make* and *CEAM-Design*, which is currently in a beta testing and feedback phase, working closely with leading industry players. We continue to develop and expand this guidance which supports the development of the Built Environment Carbon Database, in which CIBSE is an active partner.

CIBSE Technical Symposium

The annual CIBSE Technical Symposium is an established and invaluable opportunity for professionals of all ages to hear about the latest building services innovations and research. All presentations must go through a peer review process to be selected for the programme. The event aims to create a unique forum in which to share experiences and develop networks.

After the success of two Technical Symposia during the pandemic, we returned to an in-person event in 2022. This was hosted at London South Bank University and featured two days of high-quality peer reviewed technical presentations on a wide range of topics, with around 200 attending over the two days.

The 2023 event is planned for 21-22 April in Glasgow. Over 70 full papers have been invited for presentation.

Details of the 2023 event and all past Symposium papers are available at www.cibse.org/symposium.

Consultations

CIBSE continues to lead the industry on technical, policy and regulatory changes. Responding to relevant consultations is a key activity and CIBSE Technology Committee oversees responses to

government and devolved administration consultations and to calls for evidence from select committees. We invite members to contribute their views to the development of CIBSE responses via the consultations page on our website ([CIBSE - Building Services News and Policy](#)) and our responses are also posted there.

A major focus of our efforts has been the ongoing response to the UK government's Building Safety Programme, set up to implement changes in the regulatory regime in the aftermath of the Grenfell Tower fire. This involved a major response to the consultation on implementation of the Act, on which we led the joint response from Actuate UK for the building services sector as well as making significant contributions to the responses from the Construction Industry Council and Construction Leadership Council.

CIBSE remains absolutely committed to supporting the reform programme. Staff and senior volunteers work closely with government and the wider industry through the CIC Building Safety Committee and the Construction Leadership Council Building Safety workstream. We are actively involved in the work of the Engineering Competence Working Group of the Industry Competence Steering Group, with George Adams chairing the working group.

CIBSE has also established a Building Safety Working Group to oversee CIBSE input to these activities and provide a means to assess industry requirements to support full implementation of the Act in practice.

In 2022, formal responses were submitted to the following consultations:

- Net zero and heat and building strategies
- Higher-risk buildings (descriptions and supplementary provisions) regulations
- Consultation and call for evidence on electrical safety in the social rented sector
- Consultations on implementing the new Building Control Regime for higher-risk buildings and wider changes to the building regulations for all buildings
- Call for evidence for the independent review of the government's approach to delivering its net zero target
- National Calculation Methodology (NCM) call for evidence – joint submission by CIBSE and LETI.

A full record of CIBSE responses to consultations is available on the closed consultations section of the CIBSE website: [CIBSE - Building Services News and Policy](#).

Leading in collaboration – National Engineering Policy Centre (NEPC)

CIBSE is part of the National Engineering Policy Centre (NEPC), led by the Royal Academy of Engineering, which comprises 43 UK engineering organisations and represents 450,000 engineers.

The Centre brings together policymakers and critical engineering expertise to inform policy responses to issues of national importance, giving policymakers a route to expert advice from across the whole profession, and the profession a unified voice on shared challenges. It gives policymakers access to excellent engineering expertise for national social and economic benefit.

Early in 2021, the Academy was asked by the government Chief Scientific Adviser to undertake a rapid review of actions to make infrastructure more resilient to infection. CIBSE worked closely with the Academy to deliver a rapid response, giving an initial overview of the strategic challenges in July 2021. Since then work has continued on the future requirements for infection resilient environments with a second report to Sir Patrick Vallance in July 2022, which was referenced in the government plan for 'living with COVID'. Sadly, the death in 2020 of Awaab Ishak, widely reported in 2022 (www.cibsejournal.com/opinion/ventilation-a-matter-of-life-and-death-2/) after the coroner ruled that his death was in part a consequence of inadequate ventilation, has demonstrated the ongoing relevance and importance of effective and adequate ventilation in our homes.

The Phase II report demonstrated how we can improve indoor environments and make them more resilient to airborne vectors of ill health at all times, and shows the particular benefits this will deliver in the next pandemic. Without action to improve internal environments then the next pandemic will once again impose high financial and health costs on society, and constrain our ability to address other challenges, such as climate change. The reports have had significant impact on policy and are available on the Cabinet Office website:
www.gov.uk/government/publications/raeng-infection-resilient-environments-buildings-that-keep-us-healthy-and-safe-19-july-2021

Recognition for Technical Director

In November, Dr Hywel Davies, CIBSE Technical Director, was awarded the BESA Gold Award for his contribution to the industry, underlining the impact of the Institution in the industry over many years.

Future plans

Celebrate

After the success of both the newly launched Society of Façade Engineering Awards and the long running Building Performance Awards, we will continue to celebrate and showcase the immense talent and achievements of our industry. We aim to grow attendance at both events and ensure they are fully aligned with CIBSE's key priorities, reflecting our commitment to sustainability and building safety.

Our Societies, Regions and Groups are the cornerstones of CIBSE and this year saw the Society of Digital Engineering and the Building Simulation Group host their awards at Build2Perform Live.

Our awards will continue to reflect our diverse community, celebrating the entire range of our members' achievements and contributions.

We aim to widen the reach of the Institution's medal awards by promoting the nominations process more widely and seeking a larger, more diverse pool of candidates.

Inspire

In 2023 we will continue to champion the expertise and impact of CIBSE's work, that of our members and the wider building services engineering community, with a focus on pushing out our key messages in the press and our social media channels. Through this outreach, we aim to increase awareness outside the building services engineering community of the value of the work that we collectively do and our commitment to improving the safety, performance, health and sustainability of the built environment.

Having visibility in both national and trade press is a valuable tool in raising awareness of our work and the work of our members, and we will continue to deliver content in CIBSE's key policy areas to help amplify our position as the authority on building services engineering and demonstrate our technical expertise.

A major piece of work for 2023 will be the brand refresh project. The Marketing Team will work with the CIBSE Voice Strategy Group and the Communications Committee to deliver a CIBSE brand that better reflects the aspirations of our members for a modern, adaptive, and inspirational Institution.

It is also essential that we show how we are rising to the challenges of our changing climate. To this end, we will highlight how the CIBSE Climate Action Plan propels change and encourages engagement with climate action in the wider industry, stakeholders, members and staff.

We enjoyed significant growth in 2022 across all our social media channels, and we aim to maintain this momentum by increasing our social engagement and expanding our use of video content across all our platforms and through partnerships, to extend our reach to potential members.

Boost

Supporting engineers into CIBSE membership and professional registration remains at the centre of what the Membership Department does.

Initiatives for 2023 include:

- Continuing our vital work on the building safety agenda and implementing the contextualised register
- Introducing mandatory CPD on net zero and building safety to support the continued competence of industry in these critical areas
- Reviewing our accreditation guidelines to include more emphasis on the climate emergency, to ensure future engineers are taught the critical skills required to tackle the global challenge
- Reviewing our accreditation and approval guidelines to ensure that diversity and inclusion is appropriately represented
- Simplifying the process of our individual route for applicants to gain IEng/CEng registration where they do not hold the required academic qualifications
- Continuing process improvement to ensure increased customer service and enhanced efficiency

- Embedding more robust unconscious bias training for volunteers involved in Professional Review and End Point Assessment, and conducting an end-to-end process review to ensure our guidance supports neurodivergent candidates
- Embedding moderation across all interviews to ensure continuous improvement
- Implementing two revised apprenticeship standards for End Point Assessment (EPA) and the recruitment and training of new EPA assessors and compliance officers to support our fast-growing apprentice pipeline
- Launching CIBSE Mentoring, a new online mentoring platform, matching members based on expertise and skills
- Launching an exciting new activity to promote building services in schools, combined with relaunching CIBSE's STEM Ambassador programme
- Supporting our Societies, Regions and Groups to develop strategic plans in order to continue to increase participation and enhance their impact
- Supporting our vital volunteers by ensuring they have improved resources through our new website and are properly thanked through more recognition
- We will continue to participate in the work of the Construction Leadership Council and Construction Industry Council to champion the role of engineers and engineering in building a safer future under the new regulatory regime.

Share

CIBSE's knowledge output is respected and recognised globally, and we will continue to work with our members and wider industry to deliver best practice knowledge, guidance and learning. By working with relevant experts, we will maintain our wide-ranging programme of knowledge development ensuring that our guidance supports the delivery of a safe and healthy net zero carbon built environment. CIBSE will continue to be a primary source of peer reviewed technical guidance, and quality, technically-led events for the built environment sector.

Throughout the year we will review and develop guidance to support the transition to net zero buildings, addressing both the provision of new buildings and the interventions needed to significantly reduce emissions from the existing stock.

Our programme of industry events and training will be developed, ensuring it continues to deliver technically robust and authoritative content to support the continuing development and maintenance of knowledge by professionals in the sector.

Working with our specialist Divisions and Special Interest Groups we will identify requirements for new guidance and update and revise existing titles. Our guidance leads to direct improvements in the safety, comfort and performance of buildings, occupants and the wider community, and so we will review how it is best disseminated across the industry, policy makers, the media and to point-of-use.

Collectively these activities will help our members and wider industry maintain and enhance their competence.

Engage

Evidence of the gap in performance between building design and delivery continues to emerge. COVID-19 exposed widespread failings of ventilation provision to meet current requirements and a lack of resilience of our buildings.

The tragic case of Awaab Ishak further demonstrates the systemic challenges of providing adequately ventilated, healthy accommodation for many in the rented sector, and underlines the life safety implications of the ventilation and energy efficiency elements of the building regulations regime. These come alongside continuing revelations about a lack of compliance with the fire safety requirements of the regulations in the wake of the Grenfell Tower tragedy. CIBSE will continue to focus on building performance to satisfy health, safety and environmental requirements.

To meet recent commitments to delivering net zero carbon buildings that are safe, properly ventilated and comfortable then the deficit between design ambition and realised outcomes must be addressed. There is an urgent need to deliver improved performance of our built environment, not just in design and construction, but throughout the life cycle of operation and maintenance.

The building safety and net zero agendas both require serious consideration of procurement models. CIBSE is committed to working with other relevant professional bodies in the industry to identify what is needed to better align procurement practices with the delivery of safe, sustainable and effective buildings.

We need urgent progress in measuring and rating the operational performance of buildings in use across the private sector. CIBSE is a founding partner of the UK Net Zero Carbon Building Standard and is fully committed to working with the partnership and with the construction, property and finance sectors to enable the successful introduction of the standard. We will continue to work with the NABERS UK consortium to deliver this scheme for the office market. We will also continue to press government to finally deliver a meaningful scheme to rate the operational performance of commercial buildings. These standards are essential to enable the transition of the UK property sector to net zero and the role of building engineering services is critical to the achievement of net zero buildings.

The focus on compliance that the Building Safety Regulator will bring should help to address concerns about performance. CIBSE will work closely with the new Regulator, government, BSI, the Construction Leadership Council and other industry bodies in support of building safety reform and will continue to support the response to the inquiry into the Grenfell Tower tragedy, the building safety reform and the new Building Safety Regulator in every appropriate way.

We recognise the importance of the ongoing reforms to industry regulations, competence, practice, procurement, enforcement and guidance. To this end we will develop our membership and professional standards systems to support the new competence and dutyholder regulations and to provide guidance, training and professional support to the sector on these matters.

Certification

CIBSE Certification Ltd is a wholly owned subsidiary company of CIBSE. The organisational structure has a Company Board, known as the Certification Board, and a Steering Group and operates with a team of six.

CIBSE Certification continues to operate the certification of personnel schemes within the UK, covering Low Carbon Consultants (LCCs), Low Carbon Energy Assessors (LCEAs) for non-domestic Energy Performance Certificates (EPCs), Display Energy Certificates (DECs), Air Conditioning Inspectors (ACI), ESOS Lead Assessors, Heat Networks Consultants and Section 63 Advisors for Scotland. The Low Carbon Consultants and Low Carbon Energy Assessors for the production of Energy Performance Certificates (EPCs) and Display Energy Certificates (DECs) Schemes are accredited to BS EN ISO/IEC 17024:2012 *Conformity assessment – General requirements for bodies operating certification of persons* by UKAS.

CIBSE Certification also certifies organisations to management systems ISO 9001 *Quality management*, ISO 14001 *Environmental management*, ISO 50001 *Energy management* and ISO 45001 *Occupational health and safety*. This part of the business is accredited by UKAS to BS EN ISO/IEC 17021:2015 *Conformity assessment – required for bodies providing audit and certification of management systems* by UKAS.

Personnel Schemes business

Personnel Schemes registrations have remained steady and the business is seeing new applications for various schemes. Lodgement credit sales increased for 2022 and were 13.8% higher than 2021. To operate within the personnel sector, CIBSE Certification has been given a letter of authority by the Department for Levelling Up, Housing and Communities (DLUHC). Their annual audit was completed successfully, and they received the following comment:

‘The Auditors have noted in their report that CIBSE has gone over and above the requirements of the SORs, which include auditing 100% of their members against the minimum annual Continuous Professional Development (CPD) requirement; and checks on their members’ right to work in the UK. CIBSE have also implemented a well-structured database. Their ongoing work on smart rules was seen as an exemplar, which other Schemes would benefit from, and the introduction of a digital ID card to all their members makes the checking and validation of membership an active process’.

Management systems business

We have extended our certification offering of management systems to include ISO 45001 and are awaiting UKAS accreditation in early 2023 for this standard. In 2022, our management systems business revenue increased by 50%. We have expanded our scope of work and are now auditing in locations within Europe, the Middle East and USA, alongside our continued expansion within the UK.

The vision for CIBSE Certification remains for it to be the go-to certification body for the building services engineering sector and beyond, both in terms of certification of persons and management systems in business.

<https://www.cibsecertification.co.uk>

Members of the Board and Council

With effect from CIBSE AGM 5 May 2022:

President: Kevin Mitchell
President-Elect: Adrian Catchpole
Vice President: Fiona Cousins
Vice President: P L Yuen
Vice President: Les Copeland
Hon Treasurer: Vince Arnold
Immediate Past President: Kevin Kelly

Elected Members of the Board:

David Cooper
Lionel James
Ruth Kelly-Waskett
Laura Mansel-Thomas
David Stevens

Chief Executive Officer

Ruth Carter

Members of the Consultative Council

All Board members are also members of Council.

Elected Members

Colin Ashford
Andrew Bott
Michael Burton
Sanjay Modasia
Dimple Rana
Michael Smith
Andy Sneyd
Rebecca Taylor

Qualified Specialists:

Susan Hone-Brookes

Divisional Representatives

ILEVE: Dan Greer
Patrons: Scott Mason
SDE: Andy Krebs

SFE: Chris Aspinall
SLL: Andrew Bissell
SoPHE: Peter White

Other CIBSE Representatives:

EC(UK) Board: Andrew Rowe
Fellows Network: Geoff Prudence
Inclusivity Panel: Kevin Kelly
Nominations: Tony Day
YEN Mentor: Andrew Saville
Young Engineers Network: Gemma Taylor
WiBSE: Annette Ash

Standing Committee Chairs

Communications Committee: David Fitzpatrick
Education Training and Membership: Andrew Rowe
Knowledge Management Committee: Francis (Ted) Pilbeam
Professional Conduct Committee: Doug King
Regional Liaison Committee: Adrian Catchpole
Technology Committee: Katie Clemence-Jackson

Special Interest Group Chairs

CIBSE ASHRAE: David Green
Building Simulation: Darren Woolf
Chimneys and Flues: Jim Kinnibrugh
CHP and District Heating: Huw Blackwell
Daylight: John Mardaljevic

Electrical Services: Leon Markwell

Energy Performance: Maria Spyrou

Facilities Management: Geoff Prudence

Healthcare: Steve Clifford

Heritage: Andrew More

Homes for the Future: Tom Lelyveld

HVAC Systems: Mary-Ann Clarke

Information Technology and Controls: Peter McDermott

Intelligent Buildings: Yangang Xing

Lifts: Adam Scott

Natural Ventilation: Owen Connick

Resilient Cities: Kirstin Johansen

School Design: Alan Fogarty

Regional Chairs

Australia & New Zealand: Mark Crawford

East Anglia: Nicola Booth

East Midlands: Mahroo Eftekhari

Home Counties North East: Austin Williamson

Home Counties North West: Gita Maruthayanar

Home Counties South East: Steven Peet

Home Counties South West: Hakeem Makanju

Hong Kong: T C Chan

Republic of Ireland: Michael Curran

Merseyside & North Wales: Paul Guyers

Northern Ireland: Paul McGreevy

North East: Steve Arnold

North West: Will Harrop

Scotland: Ingrid Berkeley

South Wales: Thomas deBoeck

South West: Gonzalo Peñalba

Southern: Peter Prentice

UAE: Farah Naz

West Midlands: Jocelyn Brownlie

Yorkshire: Pritpal Jandu

Financial Review

The Institution's Annual Accounts are presented to comply with the Charities Act 2011, its Royal Charter and By-Laws, and to meet all applicable accounting standards including the Statement of Recommended Practice - Accounting and Reporting by Charities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP FRS 102). Investments are shown at market value and the Annual Accounts incorporate the assets, liabilities, income and expenditure of the Regions. The results of the Institution's commercial subsidiaries, CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited, are incorporated into the Consolidated Accounts.

Total income for 2022 was £8.5M, representing an increase of £1.6M on 2021. Most revenue streams across the Group improved in 2022. The most significant increase was seen in the trading subsidiaries, which grew by £1.3M from 2021 levels. In addition, a bequest from the late Liz Peck was received in 2022, which the Trustees have agreed to designate as a separate fund in the upcoming year, in honour of her contribution to the organisation.

As a direct result of increased income and following inflationary pressures, expenditure increased over the year to £7.70M from £6.61M in 2021. The Executive maintains focus on improving margins wherever possible, without impacting further growth.

The overall result of the above was a surplus before gains on investments of £767k, compared with a gain of £279k in the previous year. Challenging market conditions saw an unrecognised loss on investments in 2022 of £296k, resulting in a net surplus of £471k.

There was an actuarial loss on the Defined Benefit Pension Scheme of £198k, as a result of investment performance, actuarial assumptions and the effect of the asset ceiling. The Institution continues to fund the recovery plan agreed following the triennial valuation of the Scheme carried out on 1st April 2020.

As a result, funds increased by £273k from £3.02M in 2021 to £3.29M in 2022.

The Group cash balance decreased from £1.91M in 2021 to £1.68M, having repaid the £500k Corona Virus Interruption Loan in full.

Reserves Policy

The Institution has a reserves policy to maintain a level of funds that is sufficient to meet four months of payroll expenditure, any unplanned contingencies and to accommodate investment for new initiatives. The Board considers that the Institution's overall level of funds is sufficient for these purposes, and the free reserves of the Institution have increased during the year. The intention of the Board is to rebuild free reserves to previous levels over time.

At the year end, the Institution held total funds of £3.02M (2021: £2.57M), being restricted funds of £132k (2021: £102k), general funds of £2.89M (2021: £2.47M) and free reserves of £0.94M (2021: £0.69M), being the amount of funds available excluding restricted and designated funds, and less reserves held as tangible fixed assets.

It is the view of the Board that any expenditure from reserves should be applied only to finance new initiatives which will make a substantial contribution to the delivery of the Institution's strategic charitable objectives, and that the cost of existing activities should be met from incoming revenues from year to year. Any decision on the use of reserves rests with the Board on the advice of the Hon. Treasurer and the Finance, Risk, Audit & Governance Sub Committee.

Going Concern

Whilst considering the adoption of going concern for the Group, the Trustees take into account a number of factors including key risks facing the organisation, budgets and ongoing forecasting, cashflow forecasts, including sensitivity analysis, and short and long-term liquidity.

The Group's revenues continue to increase with significant growth experienced in the trading subsidiaries. Membership income, which accounts for over half of the Group's revenues, is up on previous year. The Institution continued to work hard to demonstrate member benefits in an online environment and this was supported through access to substantial and essential knowledge provided by CIBSE, and an ever-growing presence in key government consultations.

The Institution also owns, in its entirety, the freehold premises from which it operates at 222 Balham High Road: an asset likely to be worth more to the Institution than is currently recognised in the accounts.

The Group conducts ongoing, detailed forecasts and cashflow analysis to assess liquidity and is confident that there are adequate resources to meet obligations falling due within the next 12 months and will continue to drive growth for the foreseeable future.

It is for the above reasons that the Trustees continue to consider CIBSE a going concern.

Risk Management

It is the responsibility of the Board, as Trustees of the Institution, to examine the major operational and business risks which the Institution faces and to establish appropriate systems to manage any significant risks.

Risk is assessed as part of the consideration of all new projects, and the Finance, Risk, Audit & Governance Sub Committee (FRAG) is charged with the detailed examination of the Institution's Risk Register and the presentation of an annual review of the Institution's overall risk profile for the Board's consideration. This review has identified and assessed the major risks faced by the Institution and confirmed that appropriate control systems have been established to manage those risks. FRAG reviews the risk register at all four of its meetings to ensure a watching brief is kept and agile planning is in place.

The Board has continued to consider a loss of relevance to the membership and failure to develop and maintain appropriate and relevant content for the Knowledge Portal, as major operational risks to the Institution and its subsidiaries. To address the first of these risks, the Institution communicates regularly with members through Council, Regions, Societies and Groups. For the second risk, the Knowledge Management Committee reviews and updates content on a regular basis.

The Board has identified financial sustainability as a principal financial risk for the Institution and its subsidiary companies. Key elements in the management of financial risk include regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital.

Structure, Governance and Management

The Chartered Institution of Building Services Engineers is governed by its Royal Charter and By-Laws, which were awarded in 1976 and last amended in 2010, when they were substantially streamlined by the removal of many former By-Laws into a new set of Regulations. Further changes to the By-Laws and Regulations concerning Officer and Board Member nominations, appointments and elections were approved in General Meeting during 2018.

The members of the Board of the Institution are the Trustees of the Charity. The Board is composed of the Officers of the Institution (the President, the President Elect, the three Vice Presidents, the Honorary Treasurer and the Immediate Past President) and five additional members who are elected for a three-year term of office. The office of President is filled automatically by the previous year's President Elect, with the office of Immediate Past President being filled by the previous year's President. Under new rules approved during 2018, the Vice Presidents and the Honorary Treasurer are appointed by the Board, whilst the President-Elect position remains subject to election.

The Nominations Sub-Committee is required to nominate candidates to the Board each year for the forthcoming vacancies for President Elect, the appointments of Honorary Treasurer and Vice President and for upcoming members of the Board. All newly appointed Trustees are provided with an Induction

Pack containing relevant information on their role, including Charity Commission guidance on Trustees' responsibilities. In addition, training on Trustees' responsibilities is carried out annually.

The Board meets five times each year to direct the business of the Institution and is assisted by the House & Remuneration Sub Committee (which deals with terms and conditions of employment of the Chief Executive and senior staff and ad hoc issues) and the Finance, Risk, Audit & Governance Sub-Committee (which deals with budgeting, management and financial accounts, audit, risk and governance issues). The Standing Committees of the Institution (the Education, Training & Membership Committee, Technology Committee, Professional Practices Committee, Knowledge Management Committee and the Regional Liaison Committee) report to the Board and have delegated authority within their spheres of activity.

A governance review carried out in 2022 established that our processes are robust and determined that reviewing Governance will be ongoing and iterative, not periodic with the typical five yearly intervals. Governance is now a prominent agenda item at the FRAG Committee meetings, with Dave Cooper who chaired the Review, and is the Trustee with the lead role on Governance, now sitting on the FRAG Committee and ensuring that it is kept up-to-date and consulted on the issues being, or to be, addressed.

There is a further Review currently under way into the processes and management of documentation and the version control practice required by CIBSE.

CIBSE Services Limited, one of two of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Services Limited is to generate income for the Institution through the development and operation of commercial activities which are aligned with and support the objectives of the Institution. The Chair of CIBSE Services Limited makes regular reports to the Board of the Institution.

CIBSE Certification Limited, the other of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Certification Limited is to generate income for the Institution through certification activities which are aligned with and support the objectives of the Institution. The Directors of CIBSE Certification Limited report to the Finance, Risk, Audit and Governance Sub Committee of the Institution.

The Chartered Institution of Building Services Engineers Hong Kong Ltd is a company limited by guarantee registered in Hong Kong. It was established to handle the operation of the CIBSE Hong Kong Region in order to meet local legislative requirements, and ultimate control of the company rests with the CIBSE Board through the appointment of its directors. The Hong Kong region otherwise operates in the same manner as other CIBSE regions, but under the auspices of this local incorporation.

Key management personnel remuneration

The Board is responsible for the governance and overall control of the Institution. The Chief Executive conducts the business of the Institution on a day-to-day basis under the direction of the Board, supported by the senior management staff of the Institution.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in Note 8 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Institution's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's Chief Executive and senior management staff is reviewed annually by the House & Remuneration Sub Committee, which is a sub-committee of the Board of Trustees comprising the President, President-Elect, Immediate Past President and Honorary Treasurer. Authority is delegated to the House Sub Committee to appraise the performance of the Chief Executive and to approve any increase to the remuneration of the Chief Executive and of the senior management staff.

A range of factors are considered in this process, including job performance, price and earnings inflation, market conditions and comparisons with other professional institutions.

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institution and the Group and of the incoming resources and application of resources of the Institution and the Group for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Institution and the Group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Institution's transactions and that disclose with reasonable accuracy at any time the financial position of the Institution and the Group and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Institution and the Group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Institution and the Group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:

A handwritten signature in black ink, reading "Kevin Mitchell". The signature is written in a cursive, flowing style.

Kevin Mitchell
President 2022 – 2023

Opinion

We have audited the financial statements of the Chartered Institution of Building Services Engineers (the "parent charity") and its subsidiaries (the "group") for the year ended 31 December 2022 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Institution Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charity's affairs as at 31 December 2022 and of the group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group or parent charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept by the parent charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 57, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the group's and the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Auditor's responsibilities for the audit of the financial statements (continued)

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company for fraud. The laws and regulations we considered in this context for the UK operations were General Data Protection Regulations, taxation legislation, health & safety legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Extent to which the audit was considered capable of detecting irregularities, including fraud (continued)

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Finance, Risk, Audit and Governance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, analytical procedures and sample testing of income, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Crowe U.K. LLP

Crowe U.K. LLP
Statutory Auditor
London
27/07/2023

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted Funds £	Restricted Funds £	Total 2022 £	Unrestricted Funds £	Restricted Funds £	Total 2021 £
INCOME FROM:							
Donations and legacies	3	39,000	-	39,000	93,525	-	93,525
Charitable activities							
Members' subscriptions		3,727,068	54,802	3,781,870	3,541,396	50,748	3,592,144
Fees receivable for charitable services	3	529,302	14,525	543,827	384,026	-	384,026
Other trading activities							
Trading subsidiary companies		4,034,888	-	4,034,888	2,758,593	-	2,758,593
Investments							
Investment income	4	71,540	-	71,540	63,033	-	63,033
Total income		<u>8,401,798</u>	<u>69,327</u>	<u>8,471,125</u>	<u>6,840,573</u>	<u>50,748</u>	<u>6,891,321</u>
EXPENDITURE ON:							
Raising funds							
Trading subsidiary companies		3,390,955	-	3,390,955	2,581,518	-	2,581,518
Charitable activities							
Membership		1,937,147	-	1,937,147	1,826,466	-	1,826,466
Technical		420,800	48,124	468,924	526,822	20,680	547,502
Regional & special interest groups		1,393,563	-	1,393,563	1,154,469	-	1,154,469
Research		513,258	-	513,258	502,206	-	502,206
Total expenditure	5	<u>7,655,723</u>	<u>48,124</u>	<u>7,703,847</u>	<u>6,591,481</u>	<u>20,680</u>	<u>6,612,161</u>
Net income before gains on investments		746,075	21,203	767,278	249,092	30,068	279,160
Net loss/gain on investments	10	<u>(295,953)</u>	<u>-</u>	<u>(295,953)</u>	<u>293,243</u>	<u>-</u>	<u>293,243</u>
Net income		450,122	21,203	471,325	542,335	30,068	572,403
Other recognised losses							
Actuarial loss on defined benefit pension scheme	20	<u>(198,000)</u>	<u>-</u>	<u>(198,000)</u>	<u>(130,000)</u>	<u>-</u>	<u>(130,000)</u>
Net movement in funds		252,122	21,203	273,325	412,335	30,068	442,403
Fund balances brought forward at 1 January		<u>2,883,582</u>	<u>132,326</u>	<u>3,015,908</u>	<u>2,471,247</u>	<u>102,258</u>	<u>2,573,505</u>
Fund balances carried forward at 31 December		<u>3,135,704</u>	<u>153,529</u>	<u>3,289,233</u>	<u>2,883,582</u>	<u>132,326</u>	<u>3,015,908</u>

All amounts relate to continuing activities.

The notes on pages 65 to 87 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED AND INSTITUTION BALANCE SHEETS AS AT 31 DECEMBER 2022

		Group		The Institution	
		2022	2021	2022	2021
	Note	£	£	£	£
Fixed assets					
Tangible assets	8	731,025	665,074	581,936	492,411
Investments	10	2,086,289	2,382,242	2,086,293	2,382,246
Total fixed assets		2,817,314	3,047,316	2,668,229	2,874,657
Current assets					
Stocks of publications		26,665	23,608	-	-
Debtors	12	1,138,752	748,899	708,538	326,555
Cash at bank and in hand		1,678,628	1,912,339	1,107,818	1,485,263
Total current assets		2,844,045	2,684,846	1,816,356	1,811,818
Liabilities					
Creditors: Amounts falling due within one year	13	(2,372,126)	(2,283,587)	(2,080,515)	(1,657,345)
Net current assets/(liabilities)		471,919	401,259	(264,159)	154,473
Total assets less current assets/(liabilities)		3,289,233	3,448,575	2,404,070	3,029,130
Creditors: Amounts falling after more than one year	14	-	(441,667)	-	(441,667)
Net assets excluding pension scheme asset		3,289,233	3,006,908	2,404,070	2,587,463
Defined benefit pension scheme asset	20	-	9,000	-	9,000
Total net assets		3,289,233	3,015,908	2,404,070	2,596,463
The funds of the charity					
Restricted Funds	15	153,529	132,326	153,529	132,326
Unrestricted funds					
General fund	16	1,677,948	1,643,099	792,785	1,223,654
Designated funds	16	1,457,756	1,240,483	1,457,756	1,240,483
Total charity funds	19	3,289,233	3,015,908	2,404,070	2,596,463

Approved and authorised for issue on behalf of the Board of Trustees on 27/07/2023

Kevin Mitchell
President 2022 - 2023

Vince Arnold
Honorary Treasurer

The notes on pages 65 to 87 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	2022 £	2021 £
Cash inflows from operating activities:			
Net cash provided by operating activities	I	325,634	292,739
Net cash flow from investing activities:			
Income from investments		71,539	63,033
Purchase of property, plant and equipment		(189,215)	(227,144)
Proceeds from sale of investments		-	2,243,476
Purchase of investments		-	(2,243,476)
Net cash used in investing activities		(117,676)	(164,111)
Cash flows from financing activities			
Cash outflows for repayment of previous borrowing		(441,667)	-
Cash inflows from new borrowing		-	500,000
Net cash provided by/(used in) financing activities		(441,667)	500,000
(Decrease)/Increase in cash in the year	II	(233,710)	628,628
Net cash funds at 1 January		1,912,339	1,283,711
Net cash funds at 31 December		1,678,628	1,912,339

Notes to the cash flow statement

I. Reconciliation of net income to net cash flow from operating activities

Net income for the reporting period (as per the Statement of Financial Activities)	471,325	572,403
Net loss/(gain) on investments	295,955	(293,243)
Investment income	(71,540)	(63,033)
Depreciation charges	123,266	147,227
Decrease/(Increase) in stocks of publications	(3,058)	6,293
Decrease in debtors	(389,853)	(121,951)
(Increase)/Decrease in creditors	88,539	160,043
Decrease in pension asset to liability	(189,000)	(115,000)
Net cash provided by operating activities	325,634	292,739

II. Analysis of changes in net funds excluding term deposits

	At 01/01/2022 £	Cash Flows £	At 31/12/2022 £
Short term deposits (<i>deposited on 24 hour notice</i>)	1,482,465	(298,838)	1,183,627
Cash at bank and in hand	429,874	65,127	495,001
Total cash and cash equivalents	1,912,339	(233,710)	1,678,628

The notes on pages 65 to 86 form part of these financial statements.

1 GENERAL INFORMATION

The Chartered Institution of Building Services Engineers is a charity registered in England and Wales, registration number 278104. It is governed by its Royal Charter and By-laws which were awarded in 1976 and last amended in 2010. The registered office is 222 Balham High Road, London, SW12 9BS.

2 ACCOUNTING POLICIES

The principal policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) and the Charities Act 2011.

The Chartered Institution of Building Services Engineers meets the definition of a public benefit entity under FRS 102.

2.2 Going concern

Having reviewed the Group's forecasts and cashflow projections, the Trustees believe there to be no material uncertainties about the Group's ability to continue as a going concern. The Trustees believe this will be aided by recent and upcoming changes to regulation within the construction industry, in view of the Group's ability to influence those changes and assist in that transition, alongside significant reductions to the Group's cost base.

The Trustees believe there is adequate cash and liquid investments to meet their liabilities as they fall due for at least a year from the date of the signing of these accounts. As such the Trustees continue to adopt the going concern basis for the preparation of the annual financial statements.

The most significant areas of judgement and key assumptions that affect the items in the financial statements relate to the estimation of the defined benefit pension scheme's assets and liabilities (see Note 2.18 and Note 20).

2.3 Financial statements of the Institution and its trading subsidiaries

The financial statements include the consolidation of CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited (CIBSE Hong Kong Limited), all wholly owned subsidiaries of the Institution.

No separate Statement of Financial Activities has been presented for the Institution. The results of the Institution for the year ended 31 December 2022 are included in Note 17.

2 ACCOUNTING POLICIES *(continued)*

2.3 Financial statements of the Institution and its trading subsidiaries (continued)

The Institution has taken advantage of the disclosure exemption permitted by FRS 102 of the requirements of Section 7 Statement of Cash Flows to not disclose a charity-only Statement of Cash Flows.

2.4 Funds

The Institution has divided its funds into categories according to their nature and purpose as follows:

Unrestricted funds

Funds available for the Institution to pursue all of its objectives under its Royal Charter and comprise:

General fund

This represents the undesignated accumulated surpluses from funds available for the general objectives of the Institution.

Designated fund

Funds designated to pursue a particular objective or group of objectives under the Royal Charter and comprise:

Research Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering.

Education Fund

CIBSE established this fund with the objective of raising and designating funds to enable CIBSE to further education in the art, science and practice of building services engineering.

Richard Tully Family Publication Fund

This fund was established by the designation of a gift from Richard E J Tully, with the objective of funding awards to encourage the continued publication of good engineering practice in the profession of building services engineering.

Domestic Building Services Panel Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering for Domestic Heating publications.

Society of Light and Lighting Fund

This fund has the objective of funding the operations of the Society of Light and Lighting Fund.

Ken Dale Fund

This fund was established following receipt of a legacy from past president Ken Dale designated to advance the art, science and practice of building services engineering in his name.

Graham Manly Fund

This fund was established following receipt of a legacy from past president, Graham Manly. The fund has been designated for the use and promotion of Building Services Engineering in schools.

Liz Peck Fund

This fund was established following receipt of a legacy from past Society of Light and Lighting (SLL) president, Liz Peck. The fund has been designated to be used to inspire and educate young adults and those at the earlier stages of their lighting career and will be managed by the SLL.

2 ACCOUNTING POLICIES *(continued)*

2.4 Funds *(continued)*

Restricted funds

These funds have been received by the Institution with specific restrictions on their use within the objectives of its Royal Charter and comprised:

Patrons Fund

This fund was formed to provide a base for financing activities of concern to the building services industry as a whole, for which adequate funds were not available within the unrestricted funds of the Institution, and to provide liaison between the Institution and its members with the commercial organisations involved in building services engineering.

2.5 Branches, groups and regions

The activities of branches, groups and regions, together with their assets and liabilities are incorporated within these accounts.

2.6 Income

Subscriptions

Subscriptions due are treated as income for the periods to which they relate. Subscriptions received in respect of future years are carried forward in the financial statements as deferred income until the relevant subscription year.

Legacies

Legacies are included in the Statement of Financial Activities where probate was granted prior to the balance sheet date and a distribution is considered probable and the amount can be reliably estimated.

Donations and grants

Donations and grants are included in the financial statements when receivable.

Volunteers

CIBSE as an organisation relies heavily on its volunteers to allow it to carry out the wide variety of work that it does, across a range of fields within building services. Attempting to provide such in-depth knowledge for an industry as diverse as building services is an enormous undertaking, and would be impossible without the hundreds of experts who give their time and resources to the Institution and work to remain on the forefront of technology.

Carrying out a variety of roles on a voluntary basis for CIBSE, from contributing to technical papers, to serving on the board and deciding strategy, to helping at events and with media requests, the volunteers give substantial resources at a time when the industry has never been more stretched. However, as it is impractical to place a monetary value on the volunteers' contribution due to the absence of a reliable measurement basis, the contribution of volunteers are not included as income in the financial statements.

Fees received for charitable services

These represent amounts receivable in respect of goods or services during the year.

Investment income and gains

Investment income, including any tax recoverable thereon, is included in the financial statements in the year in which they are receivable. Investment gains and losses are incorporated in the financial statements as they occur. Unrealised gains and losses arising from the valuation of investments, together with any movements in such gains are separately identified within the financial statements.

2 ACCOUNTING POLICIES *(continued)*

2.7 Expenditure

Expenditure is accounted for on an accrual basis and is recognised where there is a legal and constructive obligation to pay for the expenditure.

Charitable expenditure comprises expenses incurred on the defined charitable purposes of the Institution. Cost of raising funds comprises expenses incurred in enhancing and maintaining the public image of the Institution and expenditure incurred in trading activities that raise funds.

Governance costs comprise expenses incurred in the governance of the Institution and its assets and are primarily associated with constitutional and statutory requirements.

Each category includes direct expenses and staff costs, together with an allocation of overhead costs based on a combination of direct staff costs and activity levels.

2.8 Tangible fixed assets

Freehold land is not depreciated. The charity separately identifies the major components of its properties and charges depreciation so as to write down the cost of each component to its estimated residual value on a straight line basis over its expected useful life.

The useful lives are as follows:	Building structure	50 years
	Doors	30 years
	Windows	10 years
<i>Other tangible fixed assets:</i>	Computer equipment	3 - 5 years
	Fixtures & fittings	5 years

2.9 Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Unlisted investments comprise investments in subsidiaries which are measured at cost less impairment.

A source of financial risk faced by the charity is that is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities, particularly currency risk, and within particular sectors or sub sectors.

2 ACCOUNTING POLICIES *(continued)*

2.10 Impairments

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. When the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

2.11 Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

A financial asset is derecognised only when the contractual rights to cash flows expire or are settled, or substantially all the risks and rewards of ownership are transferred to another party, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party. A financial liability (or part thereof) is derecognised when the obligation specified in the contract is discharged, cancelled or expires.

2.12 Stocks

Finished stocks relate to technical publications and are stated at the lower of cost and net realisable value. Cost comprises the price of purchasing, printing, binding and compilation.

2.13 Debtors

Trade and other debtors which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price. Trade debtors are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original term of the contract. Impairment losses are recognised in the statement of financial activities for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in the statement of financial activities.

2.14 Cash at bank and in hand

Cash at bank and in hand include cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit.

2.15 Creditors

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.16 Holiday pay accruals

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the balance sheet date.

2 ACCOUNTING POLICIES (continued)

2.17 Pension contributions

The Institution operates a non-contributory pension scheme providing benefits based on final pensionable salary. The assets of the scheme are invested with an insurance company and are totally separate from those of the Institution. This scheme was closed to new members in 1999. The Institution has fully adopted the disclosures set out in section 28 of FRS 102. The difference between the fair value of the assets held in the Institution's defined benefit pension scheme and the scheme's liabilities measured on an actuarial basis using the projected unit method are recognised in the Institution's Balance Sheet as a pension scheme asset or liability as appropriate. The carrying value of any resulting pension scheme asset is restricted to the extent that the Institution is able to recover the surplus either through reduced contributions in the future or through refunds from the scheme.

Changes in the defined benefit pension scheme asset or liability arising from factors other than cash contributions by the Institution are charged to the Statement of Financial Activities in accordance with section 28 of FRS 102. The Institution contributes to a stakeholder pension scheme operated by Aviva and is open to all employees. The annual contribution payments are charged to the Statement of Financial Activities.

2.18 Taxation

The Institution is registered as a charity, registration number 278104, and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

2.19 Foreign currencies

Transactions in foreign currency are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

2.20 Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME

Donation income receivable in the year is derived from:

	Unrestricted funds	Restricted funds	Total 2022	Unrestricted funds	Restricted funds	Total 2021
	£	£	£	£	£	£
Donations receivable	39,000	-	39,000	93,525	-	93,525
	-----	-----	-----	-----	-----	-----
	39,000	-	39,000	93,525	-	93,525
	-----	-----	-----	-----	-----	-----

During the year, a donation of £39,000 was received from the late Liz Peck, to be used for to inspire and educate young adults and those at the earlier stages of their lighting career. The Trustees have agreed to transfer the full donation into a Designated Fund in the name of Liz Peck, to be managed by the Society of Light and Lighting.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME (*continued*)

Fees receivable for charitable services for the year is derived from:

	Unrestricted funds	Restricted funds	Total 2022	Unrestricted funds	Restricted funds	Total 2021
	£	£	£	£	£	£
Training delegate fees	39,342	14,525	53,867	59,234	-	59,234
Publications	11,406	-	11,406	15,155	-	15,155
Societies sponsorship fees	159,199	-	159,199	7,000	-	7,000
Grants and royalties	121,326	-	121,326	134,761	-	134,761
Sundry	198,029	-	198,029	167,875	-	167,875
	-----	-----	-----	-----	-----	-----
	529,302	14,525	543,827	384,025	-	384,025
	-----	-----	-----	-----	-----	-----

4 INVESTMENT INCOME

Investment income for the year is derived from:

	Unrestricted funds	Restricted funds	Total 2022	Unrestricted funds	Restricted funds	Total 2021
	£	£	£	£	£	£
Listed investments	65,539	-	65,539	62,871	-	62,871
Cash deposits	6,000	-	6,000	162	-	162
	-----	-----	-----	-----	-----	-----
	71,539	-	71,539	63,033	-	63,033
	-----	-----	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

5 EXPENDITURE

	Staff Direct Costs £	Other Direct Costs £	Staff Support Cost £	Other Support Cost £	2022 Total £	2021 Total £
Expenditure on raising funds						
Trading subsidiary companies	1,363,340	2,027,614	-	-	3,390,954	2,581,518
Expenditure on charitable activities						
Membership	635,274	224,395	631,731	445,746	1,937,146	1,826,466
Technical	147,048	72,472	146,227	103,177	468,924	547,502
Regional & special interest groups	291,585	607,426	289,959	204,593	1,393,563	1,154,469
Research	153,303	99,941	152,448	107,566	513,258	502,206
	-----	-----	-----	-----	-----	-----
	2,590,550	3,031,848	1,220,365	861,082	7,703,847	6,612,161
	-----	-----	-----	-----	-----	-----

6 SUPPORT COSTS

The support costs have been allocated on the following basis:

Support cost	Basis of allocation	2022 £	2021 £
Administration staff and welfare	Staff costs	1,220,366	1,179,228
Temporary staff, recruitment & consultants	Direct allocation to projects	55,304	42,380
Meeting costs	Direct allocation to projects	52,498	2,310
Office costs	Total number of employees	104,296	97,245
Premises	Area occupied basis	67,746	62,828
IT	Direct allocation to projects	339,867	270,503
Legal & professional fees	Direct allocations to projects	86,354	128,489
Depreciation	Direct allocation to projects	57,945	69,443
Bad debt	Actual	4,871	3,978
Marketing	Direct allocation to projects	38,999	42,614
		-----	-----
		2,028,246	1,899,018
		-----	-----
Governance costs	Basis of allocation		
Auditor's remuneration - statutory audit	Direct allocation to projects	25,000	20,000
AGM & annual report cost	Direct allocation to projects	13,232	12,374
Trustees expenses	Direct allocation to projects	14,968	15,832
		-----	-----
		53,200	48,206
		-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

7 STAFF COSTS

	2022	2021
	£	£
Wages and salaries	3,050,474	2,951,311
Temporary staff and agency fees	21,895	13,465
Social security costs	358,905	325,401
Pension costs:	-	-
Defined contribution pensions	189,584	155,313
Defined benefit pensions	22,366	14,000
	<u>3,643,224</u>	<u>3,459,490</u>

The average number of employees during the year, who were all engaged in the activities of the Institution and its subsidiaries, was:

61 62

The key management personnel of the parent charity, the Institution, comprise the Trustees, the Chief Executive Officer and the senior management team. Total employee benefits of key management personnel for the year under review were £1,022,962 (2021: £934,264). No Trustee received remuneration in 2022 or 2021.

None of the Institution's wholly-owned subsidiaries employ staff directly. As a result, the key management personnel and their aggregate employee benefits for the group is the same as the Institution as disclosed above.

The number of employees earning total emoluments of £60,000 or more:

£60,001 to £70,000	5	3
£70,001 to £80,000	3	4
£80,001 to £90,000	1	3
£90,001 to £100,000	1	1
£100,001 to £110,000	-	1
£120,001 to £130,000	1	-
£140,001 to £150,000	-	1
£180,001 to £190,000	1	-
£220,001 to £230,000	1	-

Contributions in the year for provision of the pension schemes in respect of key senior management personnel amounted to £74,263 for 8 staff (2021: £43,363 for 8 staff).

During the year, termination payments were made to two non-director employees upon ceasing employment with the Institution. Payments amounted to £11,696 (2021: one non-director employee termination payment of £26,000.)

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

8 TANGIBLE FIXED ASSETS

Group	Freehold Property	Computer Equipment	Furniture & Equipment	Total
	£	£	£	£
Cost				
Balance at 1 January 2022	426,000	1,260,786	297,760	1,984,546
Additions	39,179	149,534	502	189,215
Disposals	-	(171,250)	(3,527)	(174,777)
	-----	-----	-----	-----
Balance at 31 December 2022	465,179	1,239,070	294,735	1,998,984
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2022	162,414	898,162	258,896	1,319,472
Charge for the year	4,324	114,150	4,792	123,266
Disposals	-	(171,250)	(3,529)	(174,779)
	-----	-----	-----	-----
Balance at 31 December 2022	166,738	841,062	260,159	1,267,959
	-----	-----	-----	-----
Net book value				
At 31 December 2022	298,441	398,008	34,576	731,025
	-----	-----	-----	-----
At 31 December 2021	263,586	362,624	38,864	665,074
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THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

9 TANGIBLE FIXED ASSETS (*continued*)

Institution	Freehold Property £	Computer Equipment £	Furniture & Equipment £	Total £
Cost				
Balance at 1 January 2022	426,000	582,838	293,580	1,302,418
Additions	39,179	111,873	-	151,052
Disposals	-	(102,985)	(3,527)	(106,512)
	-----	-----	-----	-----
Balance at 31 December 2022	465,179	591,726	290,053	1,346,958
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2022	162,414	392,446	255,148	810,008
Charge for the year	4,324	52,410	4,792	61,526
Disposals	-	(102,985)	(3,527)	(106,512)
	-----	-----	-----	-----
Balance at 31 December 2022	166,738	341,871	256,413	765,022
	-----	-----	-----	-----
Net book value				
At 31 December 2022	298,441	249,855	33,640	581,936
	-----	-----	-----	-----
At 31 December 2021	263,586	190,392	38,432	492,411
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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

10 FIXED ASSETS INVESTMENTS

	Group		The Institution	
	2022	2021	2022	2021
	£	£	£	£
Balance as at 1 January	2,382,242	2,088,999	2,382,246	2,089,003
Purchase of units	-	2,243,476	-	2,243,476
Sale of units	-	(2,243,476)	-	(2,243,476)
Net gains on investments				
Gains on sale of investments	-	154,477	-	154,477
Net (loss)/ gain on revaluation at 31 December	(295,953)	138,766	(295,953)	138,766
Balance as at 31 December	2,086,289	2,382,242	2,086,293	2,382,246

Investments are made up of:

Listed investments	2,086,288	2,382,242	2,086,288	2,382,242
<u>Trading subsidiaries:</u>				
100% interest in CIBSE Services Limited	-	-	2	2
100% interest in CIBSE Certification Limited	-	-	2	2
100% interest (100% Group / 50% The Institution) in The Chartered Institution of Building Services Engineers Hong Kong Limited	-	-	-	-
	2,086,288	2,382,242	2,086,292	2,382,246

The historical cost of listed investments are:

Listed Investments cost at 1 January	2,243,476	1,117,199	2,243,476	1,117,199
Less: sale of units	(2,243,476)	(1,117,199)	(2,243,476)	(1,117,199)
Add: Purchase of units	2,243,476	2,243,476	2,243,476	2,243,476
Listed Investments cost at 31 December	2,243,476	2,243,476	2,243,476	2,243,476

The listed investments are managed on behalf of the Institution by CCLA Investment Management Limited.

The significance of financial instruments to the ongoing financial sustainability of the Institution is considered in the investment powers section of the Trustees' Annual Report. The basis of fair value for listed investments is equivalent to the market value, using the mid-market price.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS

The Trustees of the Institution are the members of Board, who are drawn, from time to time, from the membership of the Institution. No member of Board received any remuneration or benefits-in-kind for their duties as Trustees (2021: Nil).

Members of the Board of Trustees are reimbursed for travelling and other expenses whilst engaged on the activities of the Institution.

	2022	2021
	£	£
Reimbursements were made as follows:		
Reimbursed to 11 Trustees (2021: 2 Trustees)	14,968	382
	-----	-----

Under the terms of the Royal Charter & Bylaws, the Institution is empowered to make reasonable and proper payments to members for services actually rendered to the Institution. This power includes Trustees, in their capacity as members of the Institution. In their capacity as members of the Institution, Trustees are obliged to pay annual subscriptions due to the Institution and are entitled to take advantage of the services offered by the Institution and its subsidiary company, on the same terms offered to all members, or to the general public. Where members or their connections provide services to, or utilise any other services or facilities of the Institution, the amounts paid to or charged by the Institution are based on either:

- Standard rates paid by the Institution to members and non-members alike, for services such as lecturing or interviewing of candidates; or
- Rates negotiated on behalf of the Institution, independently of the member involved, by the Board, or their delegated committee, based on competitive tenders or general commercial rates.

During the year, the Institution is aware that payments have been made by the Institution for commercial services provided to it, or charges made by the Institution for utilising other services or facilities of the Institution, by certain Members of the Board of Trustees, or their connections, as follows:

During 2022, there was £4,875 paid to a Trustee, Vince Arnold, for speaker fees in relation to training on the Building Safety Act (2021: £Nil).

As at 31 December 2022, CIBSE owed £28,631 to the CIBSE Benevolent Fund Trust (2021: CIBSE owed £15,582), a related party by virtue of the Fund's objectives to provide support to members or former members of CIBSE and their immediate dependants of such persons. The following transactions took place during the year:

	2022	2021
	£	£
Administration fee charged to the Benevolent Fund	1,750	1,750
Payments made on behalf of the Benevolent Fund		
Expenses	1,116	-
Grants	1,600	1,650
Amounts received on behalf of the Benevolent Fund		
Donations	19,051	23,641

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS CONTINUED

As at 31 December 2022, CIBSE owed £334,445 to CIBSE Services Ltd (2021: CIBSE was owed £61,441), a related party as a wholly owned subsidiary. The following transactions took place during the year:

	2022	2021
	£	£
Amount received under gift aid from Services	211,415	20,481
Overheads recharged to Services	130,975	110,473
Amount paid to Services for development and content of the Knowledge Portal	173,216	166,773
Amount received for staff costs	951,722	749,568

As at 31 December 2022, CIBSE was owed £56,251 from CIBSE Certification Ltd (2021: CIBSE was owed £19,317), a related party as a wholly owned subsidiary. The following transactions took place during the year:

	2022	2021
	£	£
Amount received under gift aid from Certification	32,394	-
Overheads recharged to Certification	43,658	36,824
Amount received for staff costs	385,394	376,735

As at 31 December 2022, there was no outstanding balance with CIBSE Hong Kong Ltd (2021: balance was also Nil), a related party as the Institution is an ultimate controlling party. The following transaction took place between the parties during the year:

	2022	2021
	£	£
Annual regional grant paid to CIBSE Hong Kong Limited	65,971	50,561

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

12 DEBTORS

	Group		The Institution	
	2022	2021	2022	2021
	£	£	£	£
Trade debtors	596,184	321,747	336,234	57,792
Amounts owed by group undertakings	-	-	132,303	80,758
Prepayments and accrued income	411,253	326,957	140,931	118,816
Other debtors	131,315	100,195	99,070	69,189
	-----	-----	-----	-----
	1,138,752	748,899	708,538	326,555
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13 CREDITORS: AMOUNTS DUE WITHIN ONE YEAR

	Group		The Institution	
	2022	2021	2022	2021
	£	£	£	£
Bank loan (Note 14)	-	58,333	-	58,333
Trade creditors	225,292	137,971	141,778	63,012
Amounts owed to group undertakings	-	-	334,446	-
Accruals	250,486	264,340	137,531	188,258
Deferred income: amounts received in advance for subscriptions & services	1,332,142	1,206,898	1,063,014	912,263
Taxation and social security	182,112	200,617	95,531	136,111
Other creditors	382,094	415,427	308,215	299,368
	-----	-----	-----	-----
	2,372,126	2,283,587	2,080,515	1,657,345
	-----	-----	-----	-----

Deferred income

At 1 January	1,206,898	1,169,697	912,263	918,131
Amounts released to income	(1,206,898)	(1,169,697)	(912,263)	(918,131)
Amount deferred in the year	1,332,142	1,206,898	1,063,014	912,263
	-----	-----	-----	-----
At 31 December	1,332,142	1,206,898	1,063,014	912,263
	-----	-----	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

14 CREDITORS: AMOUNTS DUE OVER ONE YEAR

	Group		The Institution	
	2022	2021	2022	2021
	£	£	£	£
Bank loan	-	441,667	-	441,667
	-----	-----	-----	-----
	-	441,667	-	441,667
	-----	-----	-----	-----

15 RESTRICTED FUNDS – Group

Current Year	Movement in Funds				Balance at 31 December 2022
	Balance at 1 January 2022	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	132,326	69,327	(48,124)	-	153,529
	-----	-----	-----	-----	-----
	132,326	69,327	(48,124)	-	153,529
	-----	-----	-----	-----	-----

Prior Year	Movement in Funds				Balance at 31 December 2021
	Balance at 1 January 2021	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	102,258	47,703	(17,635)	-	132,326
	-----	-----	-----	-----	-----
	102,258	47,703	(17,635)	-	132,326
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

16 UNRESTRICTED AND DESIGNATED FUNDS – Group

Current Year

	Movement In Funds				
	Balance at 1 January 2022	Income	Expenditure	Net of investments gain & pension scheme movement	Balance at 31 December 2022
	£	£	£	£	£
Research Fund	273,937	271,535	(253,244)	-	292,228
Education Fund	62,439	1,265	(431)	-	63,273
Richard Tully Family Publication Fund	144,899	2,957	-	-	147,856
Domestic Building Services Panel Fund	277,578	63,017	(25,495)	-	315,100
Society of Light and Lighting	372,399	199,823	(169,952)	-	402,270
Ken Dale Fund	109,232	2,148	(4,015)	-	107,365
Graham Manly Fund	-	95,323	(5,455)	-	89,868
Liz Peck Fund	-	39,796	-	-	39,796
	-----	-----	-----	-----	-----
Designated Funds	1,240,484	675,864	(458,592)	-	1,457,756
General Fund	1,643,099	7,895,180	(7,366,378)	(493,953)	1,677,948
	-----	-----	-----	-----	-----
Unrestricted Funds	2,883,583	8,571,044	(7,824,970)	(493,953)	3,135,704
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

Prior Year

	Movement In Funds				
	Balance at 1 January 2021	Income	Expenditure	Net of investments gain & pension scheme movement	Balance at 31 December 2021
	£	£	£	£	£
Research Fund	300,262	261,962	(288,287)	-	273,937
Education Fund	60,542	2,328	(431)	-	62,439
Richard Tully Family Publication Fund	139,534	5,365	-	-	144,899
Domestic Building Services Panel Fund	244,875	56,465	(23,762)	-	277,578
Society of Light and Lighting	339,392	195,891	(162,884)	-	372,399
Ken Dale Fund	108,288	4,164	(3,220)	-	109,232
	-----	-----	-----	-----	-----
Designated Funds	1,192,893	526,175	(478,584)	-	1,240,483
General Fund	1,278,354	6,024,201	(5,822,699)	163,243	1,643,099
	-----	-----	-----	-----	-----
Unrestricted Funds	2,471,247	6,550,376	(6,301,283)	163,243	2,883,582
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

17 RESULTS OF THE INSTITUTION

	2022	2021
	£	£
Total income	4,680,423	4,133,714
Total expenditure	(4,378,864)	(4,081,204)
	-----	-----
Net income before gains on investments	301,559	52,510
Net gains on investments	(295,953)	293,243
	-----	-----
Net income after gains on investments	5,606	345,753
Actuarial loss on defined benefit pension scheme	(198,000)	(130,000)
	-----	-----
Net movement in funds	(192,394)	215,753
	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

18 TRADING SUBSIDIARIES

The Group has three wholly owned subsidiaries, CIBSE Services Limited (company registered no. 03645473) and CIBSE Certification Limited (company registered no. 06083016), which are both incorporated in the UK and The Chartered Institution of Building Services Engineers Hong Kong Limited, which is incorporated in Hong Kong. CIBSE Services Limited and CIBSE Certification Limited carry out various activities in pursuance of the charitable aims of the Institution and operates various commercial activities. CIBSE Services Limited and CIBSE Certification Limited donate their taxable profit to the Institution. The principal activities of The Chartered Institution of Building Services Engineers Hong Kong Limited are the provision of conferences and exhibition services.

A summary of the trading results and net assets of the subsidiaries for the reporting year are shown below. Audited accounts for all of the subsidiaries are filed with their respective Registrars.

	CIBSE Services Limited	CIBSE Certification Limited	CIBSE HK Limited
	£	£	£
Turnover	3,417,464	777,745	74,105
Cost of sales	(2,035,384)	(585,001)	(82,492)
Administration expenses	(728,167)	(133,943)	-
Operating profit	653,913	58,801	(8,387)
Interest receivable	1,042	-	-
Net profit/(loss) before gift aid	654,955	58,801	(8,387)

The aggregate of the assets, liabilities and funds was:

Fixed assets	122,008	26,376	706
Net current assets/(liabilities)	618,930	20,862	96,284
Net assets	740,938	47,238	96,990
Funds			
Called up share capital	2	2	-
Reserves	740,936	47,236	96,990
	740,938	47,238	96,990

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

19 ANALYSIS OF CONSOLIDATED NET ASSETS BETWEEN FUNDS

Current Year

	General Funds	Designated Funds	Restricted Funds	Total 2022
	£	£	£	£
Fund balances				
Fixed assets	731,025	-	-	731,025
Investments	2,086,288	-	-	2,086,288
Net current assets/(liabilities)	(1,139,365)	1,457,756	153,529	471,920
	-----	-----	-----	-----
Net assets excluding pension scheme asset	1,677,948	1,457,756	153,529	3,289,233
Defined benefit pension scheme asset	-	-	-	-
	-----	-----	-----	-----
Net assets including pension scheme asset	1,677,948	1,457,756	153,529	3,289,233
	-----	-----	-----	-----

Prior Year

	General Funds	Designated Funds	Restricted Funds	Total 2021
	£	£	£	£
Fund balances				
Fixed assets	665,075	-	-	665,075
Investments	2,382,242	-	-	2,382,242
Net current (liabilities)/assets	(971,551)	1,240,483	132,326	401,258
	-----	-----	-----	-----
Net Assets excluding pension scheme liability	2,075,766	1,240,483	132,326	3,448,575
Creditors due after more than one year	(441,667)	-	-	(441,667)
Defined benefit pension scheme liability	9,000	-	-	9,000
	-----	-----	-----	-----
Net assets including pension scheme liability	1,643,099	1,240,483	132,326	3,015,908
	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

20 CIBSE PENSION SCHEMES

CIBSE operates both a defined contribution and a defined benefit pension scheme which require contributions to be made separately to administered funds for the benefit of the employees. The defined contribution scheme was opened in November 2001 and employer contribution commenced in April 2007.

Final salary pension scheme

The defined benefit scheme has been reported under section 28 of FRS 102. The most recent actuarial valuation was at 1 April 2020 and it showed that the market value of the scheme's assets was £4,258,000.

Based on the current schedule of contributions the estimated contribution to be paid over to the scheme is at least 57.2% p.a (2021: 57.2% p.a) of the pensionable salary roll, on a monthly basis. However as there are no longer any active members these contributions will no longer be due.

The Trustees and the employer agreed to additional employer contributions of £150,000 p.a. until the Funding Valuation shortfall is addressed. The actuarial valuation calculated the Funding Valuation shortfall is expected to be addressed until 28 February 2026. The payments are payable by the last day of February each year and are due to remain the same over the period.

The number of employees in the scheme at the year end were:

	2022	2021
Active employees	-	1
Deferred pensioners	14	15
Pensioners	27	25

The financial assumptions used by the actuary to calculate the scheme liabilities under FRS 102 were as follows:

	2022	2021
Rate of increase in salaries	n/a	4.8%
Rate of increase in pensions in payments accrued before 6 April 1997	3.0%	3.0%
Rate of increase in pensions in payments accrued after 6 April 1997	3.0%	3.0%
Discount rate	5.1%	1.9%
Retail price inflation	3.3%	3.6%

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

20 CIBSE PENSION SCHEMES (*continued*)

	2022 £'000	2021 £'000
<i>Analysis of the amount charged to expenditure</i>		
Current service cost	(11)	(19)
Total service cost	(11)	(19)
<i>Net interest costs</i>		
Interest income on plan assets	103	58
Interest expense on defined benefit obligation	(75)	(53)
Net return	28	5
Total pension costs charged to the Statement of Financial Activities	17	(14)
<i>Analysis of the actuarial loss recognised in the Statement of Financial Activities</i>		
Actual return on plan assets, excluding interest income	(608)	616
Experience gains and losses arising on the scheme liabilities	(186)	(35)
Changes in assumptions underlying the present value of the scheme liabilities	1,195	358
Effect of asset ceiling	(599)	(1,069)
Total actuarial loss recognised in the Statement of Financial Activities	(198)	(130)
<i>Analysis of the pension accounting information under FRS 102 is shown below</i>		
<i>Amount recognised in the Balance Sheet</i>		
Present value of defined benefit obligation	(2,907)	(4,087)
Fair value of plan assets	4,833	5,423
Net defined benefit asset	1,926	1,336
Effect of asset ceiling	(1,926)	(1,327)
Recognised defined benefit asset	-	9
<i>Change in defined benefit obligation</i>		
Defined benefit obligation at beginning of period	(4,087)	(4,544)
Current service costs	(11)	(19)
Interest expenses	(75)	(53)
Remeasurement arising from changes in assumptions	1,195	358
Remeasurements arising from experience	(186)	(35)
Benefits paid	257	206
	(2,907)	(4,087)

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2022

20 CIBSE PENSION SCHEMES (*continued*)

	2022 £'000	2021 £'000
<i>Change in plan assets</i>		
Assets at beginning of year	5,423	4,826
Interest income	103	58
Actual return on plan assets, excluding interest income	(608)	616
Employer contributions	172	129
Benefits paid	(257)	(206)
	-----	-----
Assets at end of year	4,833	5,423
	-----	-----
Actual return on assets	(505)	674
 Asset class split		
	2022	2021
Equities	65%	62%
Property	13%	11%
Corporate Bonds	6%	6%
Gilts	12%	14%
Cash	0%	2%
Annuities	4%	5%
	-----	-----
	100%	100%
	-----	-----

Accounts



THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021**

Charity No. 278104

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Our Vision

Better performing buildings for society and the environment.

Our Mission

To advance and promote the art, science and practice of building services engineering, to invest in education and research, and to support our community of built environment professionals in their pursuit of excellence.

Our Values

We Lead

We are a trusted authority on the present and future challenges facing the built environment; we use our collective expertise and influence to champion the best and most innovative solutions with rigour and integrity.

We Empower

We provide people with knowledge, training and networking and a pathway to professional registration, so that their work will have a meaningful impact.

We Champion

We are vocal and visible in our drive to improve the safety, performance, health and sustainability of the built environment and we support and celebrate the talented people who make it happen.

We Inspire

We are passionate about the quality of the built environment and we encourage committed people, from every background, to join our community.

President's message

2021 saw CIBSE play an essential role in ensuring the world stays safe from Coronavirus and protects lives. Our work and the work of our members was pivotal in providing guidance to help reduce the risks of contamination, across the globe, and saw in excess of 50,000 downloads in 2021. The central role that we and our community played in the pandemic highlights the essential work undertaken to ensure our buildings are safe, comfortable, healthy and fit for purpose, whilst also being sustainable. The commitment seen from our members and volunteers is only matched by their passion, resilience and drive to improve the built environment and make our buildings safe and improve their performance.

We work in a dynamic, fast evolving and forward-looking industry that relies on the talent, knowledge and expertise of its people. As CIBSE looks ahead, its focus is on ensuring that it engages with and attracts talent into our industry from all sections of society, so that the challenges facing our built environment can be addressed by the brightest and best. We must be inclusive in our outlook, recognising and addressing the needs of minority groups, so that we can ensure we attract a diverse pool of talent to our industry to help address the ever-increasing challenges ahead. CIBSE is already helping to foster talent through the enthusiastic and dedicated Young Engineers Network (YEN), as well as its many Special Interest Groups, Regions, Societies and Divisions.

CIBSE welcomed Ruth Carter as our new Chief Executive Officer in 2021, taking over from Stephen Matthews, who retired after 15 successful years in the role. Bringing with her extensive experience in managing complex organisations, together with a passion and enthusiasm for driving CIBSE forward, Ruth is intent on ensuring CIBSE is a modern, exemplar, inclusive, professional engineering institution that can lead the response of the building services community to the challenges of building safety and climate change and react to a changing environment. She recognises the strength of the Institution and value in honouring the past while looking to the future.

During 2021, CIBSE delivered a range of activities to advance and disseminate knowledge in the key areas of building safety, building performance, and net zero.

Building safety

Building safety remains a critical challenge for the industry in the wake of the Grenfell Tower fire. The Building Safety Bill, updates to Part L (Conservation of fuel and power), Part F (Ventilation) of the Building Regulations and the new Regulations covering Overheating and Electric Vehicle Charging are an ongoing focus for CIBSE's work. The adoption of Part O is the culmination of over a decade of work by CIBSE to advance the public safety case for the building regulations to address overheating risk in new homes. CIBSE has continued to submit formal responses to consultations and to support reform through the draft Building Regulations, the Building Safety Programme and energy policy, working with government and industry and drawing on the views and expertise of its members.

Throughout the pandemic, CIBSE has also supported Government and industry efforts to promote a safer built environment by publishing guidance on ventilation. It has updated both its ventilation guidance and its air cleaning products guidance to reflect latest thinking.

President's message (continued)

Ensuring that buildings are safe, healthy places for people to live and work is central to the purpose of all of us as engineers. It is imperative that we all prepare for the new Building Safety regime and in particular with the building safety competence and dutyholder requirements.

Building performance

CIBSE's Building Performance Awards took place online in February, showcasing the breadth of industry achievement and demonstrating innovative approaches to improving building performance. Award winners such as Cundall's productivity mapping tool for workplace design, which won Product or Innovation of the Year – Wellbeing, showed the value building services engineers can potentially deliver. Arup, Max Fordham, and Buro Happold all set the bar high in terms of what could be achieved with exceptional engineering with their wins in the Project of the Year categories. In an unprecedented year, Buro Happold particularly stood out, winning awards for Learning and Development, Consultancy of the Year, Project of the Year - Public Use, as well as taking the overall Building Performance Champion Award and being recognised with a special COVID-19 Achievement Award. Truly inspirational engineering from everyone involved at all these companies.

The CIBSE Young Engineers Awards play a central role in promoting new talent in our industry and continue to go from strength to strength. The Apprentice of the Year Award, in its second year, was extended from a single award to two categories - for Technician and for Degree apprentices - allowing even greater recognition for this key route into our industry and its rising stars. These awards are helping to ensure we have the talented, qualified engineers to drive building performance in the future.

Industry understanding of building performance is being promoted through CIBSE's guidance and the research published in its technical journals: Building Services Engineering Research & Technology (BSER&T) and Lighting Research and Technology Journal (LR&T). Volunteer authors and reviewers deserve our thanks for sharing their knowledge and expertise for the benefit of all within these cutting-edge research publications.

Another important forum for information exchange is the CIBSE Technical Symposium, which brought together more than 60 speakers in its two-day online event in July. Here, speakers shared high-quality technical research on numerous aspects of building performance, including indoor air quality and smart technology.

Net zero

Building services engineers are working to overcome challenges in delivering on net-zero carbon ambitions for the built environment as demonstrated by the CIBSE Building Performance Project of the Year – Commercial/Industrial award winner, the Amorepacific HQ in Seoul, South Korea. The client asked Arup to create an exemplar for low energy and sustainability. The design solution achieved this while also enhancing occupant comfort and wellbeing, demonstrating how energy efficient and net zero buildings can be created without compromising the environment for building users.

President's message (continued)

The awards also featured a retrofit category, won by the Abu Dhabi Department of Energy (DOE) Energy Retrofit Pilot Project – GRFN. This category is one of a number of ways CIBSE is working to promote an increased focus on retrofitting existing buildings, as is its support for the development of policies to improve their performance and reduce their emissions.

The transition to net zero requires us all to take action and over the year CIBSE updated its Climate Action Plan, setting out its own commitments as a professional body to address climate change. CIBSE also played an instrumental role in the development of the Construction Industry Council's (CIC) Carbon Zero climate action plan for all the professional institutions working in the built environment.

For the broader industry, the new CIBSE guidance in *TM65: Embodied carbon in building services, a calculation methodology*, which was published in January, provides an important tool for reducing the embodied carbon in buildings.

Over the year CIBSE delivered an extensive programme spanning events, training, network activities and new guidance, as well as consultation responses and engagements with government and industry. In all these endeavours, CIBSE relied on the efforts of its volunteers, members and colleagues, and I thank everyone for their contribution. CIBSE staff also deserve recognition for their outstanding performance in a very challenging year. Most of all I would like to thank the members at large for their incredible contribution to the industry and CIBSE in what has been historically challenging circumstances.

2022 will be a milestone year for CIBSE as it celebrates its 125th anniversary. The celebration gives an opportunity to both applaud the Institution's progress and shine a spotlight on the valuable work done by building services engineers to help shape a safer and more sustainable built environment. CIBSE will continue to innovate and improve in the delivery of activities in an inclusive way. As it continues this vital work, the guiding principle will remain to deliver public benefit and to support the members, communities and wider industry so that we can all deliver a built environment that is fit for the future.

Our Values

We lead

CIBSE is at the forefront of re-engineering the built environment for a changing climate.

Building services are key to keeping building users as safe and comfortable as possible, promoting occupant health and wellbeing, minimising the impact of buildings on the environment during construction and use, and driving improved performance and productivity

CIBSE leads the way in promoting improvement in the performance of buildings to the benefit of users, developers and owners and as a natural consequence of what we do day-to-day.

Our involvement in government level discussions and consultations makes us a strong champion for better standards and enforcement, driving buildings that are safe and fit for purpose.

We Empower

CIBSE empowers both our members and those who own, operate and occupy buildings through the sharing and dissemination of knowledge and training. We enable people to access the skills and knowledge they require to fulfil their potential, demonstrate their competence and serve society.

Knowledge sharing is one of CIBSE's primary roles in the built environment. Working with the industry and its clients, CIBSE serves wider society by developing and publishing internationally recognised guidance and codes.

This knowledge provides authoritative guidance for the design, installation, operation and maintenance of engineering services in buildings. It enables engineers to keep up to date with best practice in technology and standards and supports the implementation of policies to improve safety, comfort and productivity of buildings and reduce their carbon emissions.

In an industry that is seeing increasingly complex and changing technology, CIBSE enables building services engineers to keep abreast of the changes and empowers them to deliver the best outcomes for clients and end users. By improving their skills and knowledge and demonstrating their competence, building services engineers can help everyone live and work in safer, healthier and more comfortable spaces.

We Champion

CIBSE supports and champions the diversity, breadth and strength of its membership. Membership is a mark of professional development and, through its corporate grades of membership and route to registration, CIBSE accredits competence, which can be widely and reliably recognised.

Our Values (continued)

We Champion (continued)

CIBSE champions the skills and experience of our members, raising their profile and giving prominence to the best engineers who value good building performance and building safety and are committed to net zero.

CIBSE relies on its members to help generate standards and knowledge in a variety of building services specialisms for the benefit of industry and the public, both in the UK and internationally. Diversity of CIBSE's membership is central to achieving these goals. CIBSE delivers the greatest benefit to society when its knowledge is drawn from the full spectrum of people and disciplines which form its membership.

We Inspire

We inspire our community and wider society to strive for better and safer building performance.

Our monthly *CIBSE Journal*, the annual Building Performance Awards, Technical Symposium and Build2Perform Live, all serve to raise wider public awareness of what we do and the importance of building services engineering to society. In addition, our Groups and Societies run hundreds of smaller events during the year, and together these many and varied activities maximise the impact of the work CIBSE does and demonstrate the breadth, scope and impact of building services engineering in its broadest sense, to a highly diverse and worldwide audience.

Raising awareness helps people appreciate the benefits of supporting building services engineers in their careers and work to improve building performance.

Demonstrating the importance of building safety, good building performance and the link with good building services engineering, reinforces the message that the effective operation of the built environment is crucial to many areas of public life.

Our Building Performance Awards and Young Engineers Awards exemplify what can be achieved by the expertise and talent across the industry, inspire others and encourage innovation.

Inspiring others to join our community and choose engineering as a career is essential if we are to meet our environmental targets and net zero goals and successfully respond to climate change. We encourage committed people from every background. Through the work of our Inclusivity Panel and our commitment to diversity, we aim to attract as broad a range of new engineers as possible.

We Lead

A primary purpose for CIBSE is to be a leading provider of authoritative guidance on the principles of building safety and performance, enabling engineers to keep up to date with the very latest guidance in meeting their clients' requirements and complying with regulations relating to engineering competence.

Under our Royal Charter we support 'the Science, Art and Practice of building services engineering by providing the public and our members with first class information and education services.'

The demands of the pandemic created a very fast-changing environment, requiring digital delivery and creation of knowledge and guidance, as well as a move online for all our training and knowledge-based events.

The growing pace of technical and regulatory change in response to climate change is driving rapid development and the updating of CIBSE guidance to support the decarbonisation of the built environment.

With the regulatory changes under way in response to the Grenfell Tower tragedy, we are also closely involved in the development of the new regime, particularly relating to the competence of engineers and the adoption of better information management processes in the industry.

We continue to seek to improve our online activities and the user experience across all facets of CIBSE membership, professional networking, training and knowledge generation activity, as well as our publishing and knowledge delivery.

COVID-19

CIBSE's ongoing response to the COVID-19 crisis was highlighted in our work with the Royal Academy of Engineering for the Chief Scientific Adviser on delivering infection resilient environments. We have continued to update our guidance on ventilation in buildings and on the wider considerations required to reopen buildings after a period of closure.

The ventilation guidance is now in its fifth edition and we have added guidance on the considerations applicable to the use of air cleaners.

We have continued to contribute to government advisory groups and give evidence to government and devolved administrations on the role of ventilation and the importance of competent building management in keeping buildings operating in a safe and healthy manner.

Building safety

The Building Safety Bill is now progressing through parliament. It sets the stage for the most fundamental reform of the legislation relating to the construction and operation of buildings in England for at least two generations and will undoubtedly lead to changes in the rest of the UK as the devolved administrations also seek to improve building safety in their own jurisdictions.

We Lead (continued)

Building Safety (continued)

CIBSE is actively communicating the scale of the changes that government is looking to drive through this legislation. We continue to work closely with other engineering institutions and with the Engineering Council in relation to engineering competence requirements.

The Bill is supported by a range of further legislation and a number of sets of draft regulations have been published. In particular, the new requirements for dutyholders will apply to all building work that requires notification in any way to a building control body and will place a duty to demonstrate competence on all those appointed to work on building projects

CIBSE is closely involved in the development of this new competency regime, as well as contributing to the more detailed discussions around the stricter regime that will apply to higher risk buildings.

CIBSE is also closely involved in the development of the 'Golden Thread', which is the mechanism for managing the information required to give the right people the right information at the right time to keep buildings safe.

We are also actively contributing to the development of information management standards that will support the Golden Thread and enable better working practices across the wider industry.

We continue to cover the industry change agenda through *CIBSE Journal*, on our website and through regular events.

The Building Safety Bill will create a new national Building Safety Regulator (BSR), who will oversee all aspects of building regulation and also regulate the building control profession. The Bill amends significant elements of the Building Act 1984. The Bill also creates a new regime for the statutory management and regulation of the safety of all occupied high rise residential buildings*, covering the design, construction and operation of all new and existing buildings in scope.

We are actively engaged with government in the development of the new regime and the measures that will enable it to operate. We contribute to the work of the Construction Leadership Council on Building Safety, which seeks to co-ordinate the industry response to the Bill.

Professional competence

The Bill brings radical change for the building control profession, with statutory registration to protect the public interest and drive further improvements in building control competence. All those who work on high rise residential buildings, in whatever capacity, will be required to demonstrate and maintain competence, with new statutory roles and responsibilities and statutory safety cases to support regular safety case reports.

*the Bill currently applies the new regime to residential buildings with seven or more storeys or over 18m in height with more than one residence

We Lead (continued)

Professional competence (continued)

A statutory function of the new BSR is to ‘facilitate improvement in the competence of industry and of building inspectors’ and there is a duty for the BSR to give appropriate ‘assistance and encouragement’ to those in the industry or members of a profession to improve their competence.

The Bill establishes new statutory roles for individuals or organisations who design, construct and operate buildings. The BSR will set competence requirements for the designer and contractor, with duties on those appointing them to ensure that those appointed really are competent.

These requirements have been published in draft in the Draft Building (Appointment of Persons, Industry Competence and Dutyholders) Regulations. These create a new competence framework for the whole construction sector, and not just for higher risk buildings. They will introduce a requirement that everyone working on buildings must be competent to do what they do and be able to evidence their competence.

There will be an onus on people and employers to assess competence and demonstrate it to clients and regulators. There is also a duty not to accept an appointment for work for which a person or organisation is not competent.

To support these new requirements the British Standards Institution (BSI) has developed an ‘overarching framework’ for industry competence and is now developing more detailed specifications for the three new dutyholder roles of Principal Designer, Principal Contractor and Building Safety Manager.

CIBSE is closely involved in this work, both directly and in collaboration with the Engineering Council. We have contributed extensively to the drafts for public comment and continue to provide active support.

Fire safety engineering

Fire safety remains a priority in the aftermath of the Grenfell Tower tragedy. Following the introduction in November 2018 of the ban on combustible materials in the external walls of residential buildings over 18m in height, there has been considerable debate about details of the application of the ban and of the permitted exemptions.

Whilst the overall intent is for designers and constructors to avoid the use of combustible materials wherever that is realistically feasible, the ban created a need for further guidance.

The Society of Façade Engineering, a division of CIBSE, worked with the Centre for Window and Cladding Technology (CWCT) to develop further guidance on the current regulations, which is now available from the CWCT website.

The guidance is based on the best knowledge available at the time of writing and is kept under review. A number of further questions have arisen, which have been considered as part of the ongoing review.

We Lead (continued)

Net-zero carbon building

With the 2021 United Nations Climate Change Conference (COP26) taking place in Glasgow in November, there has been significant activity through the year to develop the net-zero carbon agenda. During the year CIBSE produced guidance on several aspects of decarbonisation of buildings, looking at heat pumps and electrification of buildings, as well as heat networks. CIBSE's knowledge is a key tool, providing building designers, constructors and operators with the guidance they need to design, build, manage and operate low carbon buildings.

Our expertise is vital to setting appropriate standards for future homes and other buildings to provide safe, healthy, low carbon places to live, work, study and spend leisure time.

Following publication of the latest changes to Parts F and L of the Building Regulations and the introduction of the new Part O for overheating and Part S for electric vehicle charging, CIBSE continues to work with Government and industry to develop knowledge and guidance to enable the UK to meet the net zero challenge safely, and to support these changes to regulations to deliver net -zero carbon building approaches. We will also support the developments needed to create meaningful Future Homes and Future Building Standards.

We continue to work with the Department of Business, Energy and Industrial Strategy (BEIS) on the development of policy relating to low carbon heating and the operational use of energy in buildings.

Supporting climate change policy

CIBSE has an established record of engagement on climate change mitigation and adaptation and the link to building performance. Our work on the impact of climate change on buildings, in particular overheating, continues to inform our guidance and supports the work of the Climate Change Committee, including the sixth carbon budget published at the end of 2020.

CIBSE collaborates with a number of organisations on climate change guidance and policy, including the Royal Academy of Engineering, London Energy Transformation Initiative (LETI) and RIBA. As a full member of the Construction Industry Council (CIC), CIBSE participates actively in CIC policy related work, including the Climate Change Panel, where our Head of Sustainability, Dr Julie Godefroy, is an active participant on CIBSE's behalf.

In 2021 CIBSE contributed to the development of the CIC climate action plan ([Construction Industry Council - CIC launches a Carbon Zero climate action plan for Professional Institutions](#)), which CIBSE, along with nearly 40 organisations, signed up to in June 2021 and which was presented at COP26. It contains significant commitments for all institutions. We have since published our implementation proposals for the plan.

In 2021 CIBSE published the second annual update to its own climate change action plan, first published in 2019, which informed the CIC's framework action plan and set out CIBSE's own actions to adapt CIBSE activities to climate change.

We Lead (continued)

Supporting climate change policy (continued)

In late 2021, CIBSE was appointed by the BRE as sub-consultant in a project for the Department for Business, Energy & Industrial Strategy (BEIS), relating to the development of SAP/RdSAP 11, the calculation methodology which will accompany the 2025 Future Homes Standard. We are also represented on the oversight panel for the Future Homes Hub, which has been established to support implementation of environmental legislation in housebuilding. Together, these are two important opportunities to shape future low and zero carbon housing - both new and existing.

In 2021 we also continued our support to various UK and devolved administration working groups, including the development by BEIS of operational ratings for non-domestic buildings and various heat decarbonisation policies. This again shows the direct relevance of CIBSE's work to improving the performance of new and existing homes and non-domestic buildings in the UK and demonstrates the value and influence of CIBSE guidance in the development of wider policy and regulation in relation to climate change.

Digital standards and tools

CIBSE contributes to various industry initiatives and committees on digital standards. In 2021 we were involved in work around the Building Safety Act, including Golden Thread definitions with the Building Regulations Advisory Committee (BRAC). We are also contributing to the Golden Thread Initiative (GTI), which is a large group of professionals looking at what the Golden Thread will mean to our industry in practice.

We are also helping with the writing of BS 8644-1 (*Digital management of fire safety information. Part 1: Design, construction, handover, asset management and emergency response - Code of practice*), which details methods by which fire safety related information can be created, captured, stored and exchanged.

CIBSE continues to contribute significantly to the series of international standards ISO 19650, *Organization of information about construction works*. Two further parts are currently being worked on, ISO 19650-4 (*Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM) — Information management using building information modelling — Part 4: Information exchange*) and ISO 19650-6 (*Organization and digitization of information about buildings and civil engineering works, including building information modelling (BIM) — Information management using building information modelling — Part 6: Health and safety*).

We have been working on new digital tools for CIBSE. These include an embodied carbon calculator for building services products, based on the methodology detailed in TM65: *Embodied carbon in building services: A calculation methodology*, which has been peer reviewed and beta-tested. We have also developed a circular economy tool for lighting products with the Society of Light and Lighting, based on TM66: *Creating a circular economy in the lighting industry* and the circular economy assessment methods, *CEAM-Make* and *CEAM-Design*.

We Lead (continued)

CIBSE Technical Symposium

The annual CIBSE Technical Symposium is an established and invaluable opportunity for professionals of all ages to hear about the latest building services innovations and research. All presentations must go through a peer-review process to be selected for the event programme. The event aims to create a unique forum in which to share experiences and develop networks.

After the success of the first virtual CIBSE Technical Symposium in 2020, and due to a continued lockdown in the UK, CIBSE made the decision to organise the 2021 event online.

For the 2021 Symposium, 250 people registered and attended online sessions under the theme of 'Engineering the built environment for a 'new normal''.

The 2022 event is planned to be held in person in April and we expect over 50 full papers to be presented.

The Symposium papers are available at www.cibse.org/symposium.

Consultations

CIBSE is committed to leading the industry on technical, policy and regulatory changes. Responding to relevant consultations is an important activity and our Technology Committee oversees our responses to Government and devolved administration consultations and to calls for evidence from Select Committees. We invite members to contribute their views to the development of CIBSE responses via the consultations page on our website ([CIBSE - Building Services News and Policy](#)) and our responses are also posted there.

A major focus of our efforts has been the ongoing response to the UK Government's Building Safety Programme, set up to implement changes in the regulatory regime in the aftermath of the Grenfell Tower fire.

CIBSE is committed to supporting the reform programme and works closely with Government and the wider industry through the CIC Building Safety Committee and the Construction Leadership Council Building Safety workstream.

CIBSE staff and members continue to contribute to consultations on energy use in buildings and on the draft legislation being introduced in support of the Building Safety Bill.

In 2021, formal responses were submitted to the following consultations:

- [Heat network zoning](#)
- [Competition law and co-operation for sustainability and zero carbon](#)
- [UK Hydrogen Strategy](#)
- [Impact of UK-EU Trade Agreement on Services & Investment](#)
- [Energy Savings Opportunity Scheme \(ESOS\)](#)
- [Role of biomass in achieving net zero](#)

We Lead (continued)

Consultations (continued)

- [A performance-based policy framework in large commercial and industrial buildings](#)
- [Sustainability of the built environment](#)
- [Heat in Buildings Strategy for Scotland](#)
- [Future Buildings Standards: Building Regulations Part L & F, and overheating](#)
- [Safer buildings in Wales](#)
- [Draft Code for Construction Product Information](#)
- [National Planning Policy Framework and National Model Design Code](#)
- [Transforming public procurement](#)
- [National retrofit strategy](#)
- [Review of Welsh Building Regulations Part L and F](#)
- [Improving home energy performance through lenders](#)
- [Green Heat Network Fund](#)
- [Proposals to extend the Domestic Smoke and Carbon Monoxide Alarm Regulations](#)
- [Improving the energy performance of privately rented homes.](#)

A full record of CIBSE responses to consultations is available on the closed consultations section of the CIBSE website: [CIBSE - Building Services News and Policy](#).

Leading in collaboration – National Engineering Policy Centre (NEPC)

CIBSE is part of the National Engineering Policy Centre (NEPC), led by the Royal Academy of Engineering, which comprises 43 UK engineering organisations and represents 450,000 engineers.

The Centre connects policymakers with critical engineering expertise to inform and respond to policy issues of national importance, giving policymakers a route to advice from across the whole profession, and the profession a unified voice on shared challenges. It gives policymakers access to excellent engineering expertise for social and economic benefit.

Early in 2021, the Academy was asked by the Government Chief Scientific Adviser to undertake a rapid review of actions to make infrastructure more resilient to infection. CIBSE worked closely with the Academy to deliver a rapid response, giving an initial overview of the strategic challenges we, as a society, face, along with providing advice on immediate measures to make a significant difference ahead of winter 2021/2.

The study showed that the COVID-19 crisis has exposed flaws in the way we design, manage and operate buildings that, if left unchecked, will disrupt management of this and other pandemics, impose high financial and health costs on society, and constrain our ability to address other challenges, such as climate change. The report has had significant impact on policy and is available on the Cabinet Office website: [RAEng: Infection Resilient Environments – Buildings that keep us healthy and safe, 19 July 2021 - GOV.UK \(www.gov.uk\)](#)

We Lead (continued)

Leading in collaboration – National Engineering Policy Centre (NEPC) (continued)

In 2021 CIBSE was closely associated with the NEPC's submission to the UK Government Spending Review, [six-engineering-ambitions-for-the-uk-spending-revi](https://raeng.org.uk/six-engineering-ambitions-for-the-uk-spending-revi) (raeng.org.uk). This recommends six areas for investment that the engineering profession believes the government should prioritise if it is to meet the goals it has set itself and the country.

CIBSE is contributing to the Academy workstream on net zero, which seeks to explore some of the hardest cross-cutting challenges of decarbonisation and inform and advise policymakers on the opportunities that need to be addressed. CIBSE contributed to the report on urgent, 'low regrets' decisions that can be made now to have a significant impact on decarbonisation [rapid-low-regrets-decision-making-for-net-zero-pol](https://raeng.org.uk/rapid-low-regrets-decision-making-for-net-zero-pol) (raeng.org.uk).

We Empower

In 2021 CIBSE Knowledge focused on several of its defined themes for knowledge and research.

Net zero carbon

Embodied carbon is at the forefront of our knowledge offerings, with the publication in January and December of *Embodied carbon: a calculation methodology* (TM65) and *Embodied carbon: residential heating* (TM65.1). The first methodology of its kind for building services, TM65 has made its mark, with higher sales and downloads than any other CIBSE guidance over the last 12 months. Research on this topic is ongoing, and further guidance planned for release in 2022.

Also eagerly awaited was the publication of *Electrification of buildings for net zero* (TM67), addressing the decarbonisation challenge that lays ahead of us and providing strategies and performance metrics to help get the job done.

The circular economy

Creating a circular economy in the lighting industry (TM66) is an example of the right publication at the right time, providing not only much-needed guidance on circular economy principles but also a template for addressing the circular economy throughout building services.

Health, wellbeing and safety

A new addition to our suite of COVID-19 guidance documents informs the assessment of the efficacy of air cleaning devices to supplement natural ventilation strategies: *COVID-19: Air cleaning technologies*. We have also made substantial updates to two of our existing COVID publications: *COVID-19: Ventilation* and *COVID-19: Recommissioning of lifts and escalators*.

We Empower (continued)

Digital engineering

2021 saw the release of three new CIBSE Digital Tools.

The *Relative exposure index calculator* is a sister to *COVID-19: Air cleaning technologies*. It provides a clear method for assessing the efficacy of various air cleaning devices, and better ventilation, in improving the health outcomes expected in a given space.

Two tools sit alongside *Creating a circular economy in the lighting industry* (TM66).

The *Circular economy assessment method – Make* is a comprehensive tool allowing manufacturers to fully engage with the depth of detail required to assess the circular economy-characteristics of a product. The *Circular economy assessment method – Specify* is a triage tool for designers, specifiers, and engineers, allowing a quick comparison of the circular economy credentials of two or more products.

Technical journals

CIBSE publishes two peer-reviewed technical journals: *Building Services Engineering Research and Technology* (BSER&T); and *Lighting, Research and Technology* (LR&T) in partnership with publisher Sage. They continue to go from strength to strength, with BSER&T published six times a year and LR&T eight times a year to meet demand.

They enable the Institution to disseminate peer-reviewed research to a wide international audience and contribute to the development of CIBSE knowledge and guidance for the future.

BSER&T featured three special issues in 2021. In May a special issue was published that explored the challenges and solutions associated with decarbonising buildings. The diverse set of papers submitted were of a high quality and relevance as the world grapples with the challenges of decarbonising buildings and seeks to maintain a stable climate.

The September and November issues in 2021 featured a selection of papers developed and subsequently peer-reviewed from those delivered at the tenth annual – and first virtual – CIBSE ASHRAE Technical Symposium in 2020. The event ‘Engineering buildings, systems and environments for effective operation,’ was held online in September 2020 and included a rich variety of research and application delivered by a diverse and enthusiastic group of presenters from both sides of the Atlantic.

The first set of selected papers considered aspects of evaluation and simulation that can overcome some of the uncertainties in the prediction of systems performance by applying more intelligence and knowledge. The second set of papers explored methods of improving the operational performance of buildings through inspection and monitoring, carefully considered engineering modifications to building fabric and systems operation, and improved user education and feedback.

BSER&T once again improved its impact factor, which has been steadily rising for several years and reflects the quality of papers it publishes.

We Empower (continued)

Technical journals (continued)

LR&T continues to enjoy a high impact factor and attracts excellent submissions from around the lighting world. It continues to publish a wide range of papers highlighting the research that is currently being undertaken into light and its application in the built environment.

LR&T reaches a global audience with a readership drawn from a range of professional and academic backgrounds, further enhancing CIBSE's role as the premier publisher of lighting guidance in the UK.

Both journals are available online to CIBSE members as a membership benefit, with a worldwide subscriber base supported by our publishing partner Sage.

www.cibse.org/technicaljournals

Training

In 2021 CIBSE's training team continued to develop our online training, offering more courses remotely and ensuring people were still able to access courses despite the ongoing uncertainty of the pandemic and company restrictions around travel. In all, CIBSE Training hosted over 1,500 learners across both the online learning platform and remote face-to-face courses.

CIBSE Training launched five new courses in 2021, all of which sold out. They were:

- Heat networks Code of Practice
- Design of ductwork
- Fire sprinkler residential
- Embodied carbon in MEP design: How to use CIBSE TM65
- Advanced simulation modelling for design for performance.

www.cibse.org/training

#GrowYourKnowledge webinars

The #GrowYourKnowledge webinar series continued to run every fortnight in 2021 and celebrated over 30,000 views since its launch in April 2020. Each session highlighted a new CIBSE knowledge output. The most popular topics were:

- Embodied carbon in building services
- Electrification of buildings for net zero
- Heat pump installations for multi-unit residential buildings.

Due to the success of #GrowYourKnowledge, CIBSE now hosts a new series – #WeChampion – which profiles individuals who are making a difference in the industry and those companies who champion and encourage them to do so.

www.cibse.org/growyourknowledge

We Champion

CIBSE is the leading professional body for the building services profession, with more than 20,000 members in more than 96 countries serving the global construction engineering sector.

CIBSE members are part of a network that offers professional support and expertise across the globe. They work in partnership with other professional bodies, and construction and engineering firms worldwide to deliver engineering excellence in the built environment.

Supporting engineers into CIBSE membership and professional registration remains at the centre of the department's mission. We continue to develop initiatives to increase professional competence and, in order to demonstrate the breadth of our work, have recently changed the name of the department to Membership, Standards and Networks.

CIBSE provides members with:

- Unlimited access to the Knowledge Portal, with digital access to all CIBSE guidance across a vast range of sub-specialisms
- Subscription to the *CIBSE Journal*, CIBSE email newsletter, *BSER&T* and *LR&T* Journals
- Preferential rates on printed copies of guidance from CIBSE and other publishers
- Extensive opportunities for professional development and networking through discounted CIBSE training, our endorsed company training and our diverse network of Groups, Regions and Societies offering continuing professional development (CPD) online and face-to-face.

Our 2021 highlights include:

- CIBSE members and staff have significantly contributed to the building safety agenda through the Engineering Council, BSI, Government and chairing and representation across several of the 12 working groups set up under the industry Competence Steering Group.
- Member recruitment continued to expand in 2021, with a slight increase in applicants to corporate grades in both our UK February and August closing dates. Corporate membership was up almost 2% in 2021. This highlights and underlines our members' commitment to demonstrating their competence.
- Our application guidance documents for our corporate grades have been updated to reflect the Engineering Council's changes in their competence framework, with their new Standard for Professional Engineering Competence (UK Spec 4). CIBSE's guidance was simplified with the aim of enhancing clarity and to highlight the support that CIBSE offers to applicants. Our current interviewers across the UK, Ireland, Hong Kong and the UAE were provided with best practice training on this new standard.

We Champion (continued)

- We have worked with our Societies to provide discipline-specific competence examples for our applicants, in order that our Society members can progress through CIBSE membership and to registration with the Engineering Council. To this end, we have continued to recruit new interviewers, with 24 new interviewers trained in November 2021. These were recruited from specialist areas, including digital, façade, public health and lighting, to ensure our interviewers cover all the disciplines that CIBSE welcomes into membership.
- We have also implemented a review of university accreditation guidelines in line with the Engineering Council's updated Accreditation of Higher Education Programmes framework (AHEP 4), to be implemented from 2022. We have completed 10 accreditation visits and recruited and trained 11 new moderators, with three of these joining the main panel.
- We have made a successful application to become Ofqual recognised for our End-Point Assessments for apprenticeships, demonstrating CIBSE's commitment to inclusivity and diversity of routes to professionalism in the sector. In 2021 104 apprentices completed their End-Point Assessment through CIBSE, an increase of 63% on the previous year. We have recruited and trained new assessors and reviewed all our materials.
- We increased CPD audit to 10% of corporate members in line with CIBSE's commitment to standards. We also reviewed and strengthened CIBSE's CPD requirements, with an increased focus on reflective practice to be implemented in 2022 and implemented a new CPD recording tool, the Engineering Council's 'mycareerpath'. To support this, we have recruited and trained 14 new CPD panel members.

Regions

The Institution is organised on a regional basis. There are 16 Regions in the UK and four overseas – in Ireland, Australia and New Zealand (ANZ), Hong Kong and the United Arab Emirates (UAE). There are also Chapters currently operating in Canada and Singapore.

The Regions engage with members and aim to improve the understanding of building services engineering among other professions and society in general. They do this by arranging activities to promote building services engineering, organising events for CPD, providing networking opportunities for local members and supporting those looking to become professionally registered. This would not happen without the effort and enthusiasm of more than 200 CIBSE members, who sit across the Regional Committees and volunteer their time and effort.

In 2021, the Regions organised over 170 events, both online and in-person, with a combined total of over 15,000 registrants. Key highlights included the return of in-person regional awards ceremonies and annual dinners in Yorkshire, the West Midlands, Merseyside and North Wales, Hong Kong, ANZ and Northern Ireland. CIBSE UAE launched new design guides for Abu Dhabi and the Kingdom of Saudi Arabia. The Regions have continued to support their members throughout the COVID-19 pandemic, transitioning online and delivering initiatives such as the Yorkshire region's 'Project Brew' - a mug designed to foster a support network among the local membership.

We Champion (continued)

Regions (continued)

The 20 Regions are:

- Australia & New Zealand
- East Anglia
- East Midlands
- Home Counties North East
- Home Counties North West
- Home Counties South East
- Home Counties South West
- Hong Kong
- Merseyside & North Wales
- North East
- North West
- Northern Ireland
- Republic of Ireland
- Scotland
- South Wales
- South West
- Southern
- United Arab Emirates
- West Midlands
- Yorkshire.

We Champion (continued)

Young Engineers Network (YEN)

The CIBSE Young Engineers Network is a global network of regional centres offering a forum for engineers at the beginning of their careers to learn new skills, expand their knowledge and give or receive peer support. YEN is open to both CIBSE members and non-members.

YEN exists to:

- Promote a positive and welcoming image for building services, especially for those who did not study the discipline at university
- Enable young engineers to engage more closely with the Institution at an early stage in their careers
- Encourage more women to join and remain involved in the building services profession
- Establish a formal link with CIBSE Council and Board
- Help younger engineers promote building services engineering to school and university students
- Guide young engineers towards a long-term career in building services.

A highlight of 2021 was the collaboration between the YEN, Jones Engineering and Arup to produce 'Engineers making the impossible possible: New children's hospital', a virtual technical tour featuring Ireland's new children's hospital. A fantastic resource to promote the field, the video details the involvement of engineers in the project and the enthusiasm of those involved is unmistakable. The video is hosted on the CIBSE YouTube channel.

The YEN also collaborated with their ASHRAE counterparts to hold a joint Leadership Weekend, where YEN members had an opportunity to better understand their leadership skills and work within a team. Notably, after two years of being postponed, the YEN National Ball, hosted by the YEN North West committee, took place in Manchester on 15 October 2021.

Societies and Divisions

Key sectors are represented within CIBSE by professional bodies that offer professional recognition to their members and support the science, art and practice within their field. These are all Divisions of the Institution but are often referred to as Societies, listed below in size order according to number of members:

The Society of Light and Lighting (SLL)

The Society welcomes all who are interested in the art, science and engineering of light, lighting and its applications. Lighting designers, consulting engineers, researchers, students, academics, manufacturers, and sales staff all contribute to its membership. It offers authoritative guidance, professional recognition, and a range of technical events. SLL is recognised worldwide as an authority on lighting and its applications.

We Champion (continued)

The Society of Light and Lighting (SLL) (continued)

The Society published the rewrite of LG8: *Lighting for museums and art galleries*, as well as new guides, LG20: *Lighting for facilities management*, LG21: *Protecting the night-time environment* (authored by the late SLL past president Liz Peck), and with CIBSE published TM66: *Creating a circular economy in the lighting industry*. TM66 was recognised in the Build Back Better Awards, receiving the highest accolade, platinum, along with a Build Back Better green rating.

After awarding the SLL Jean Heap Research Bursary to Manuel Spitschan Ph.D in 2020, the Society was pleased to publish Manuel's final report, *luox.app: Development, validation and refinement of a free, open-access tool for calculations related to light and lighting*. The 2021 bursary was awarded to Jeevan Grewal for his research proposal on non-visual responses to light, and specifically wellbeing and sleep/wake cycles.

The SLL LightBytes series was presented online in April 2021 in partnership with sponsors Fagerhult, Trilux and Whitecroft. The series, titled 'You can have it all', focused on lighting with minimum energy, minimum resource and maximum comfort, with presentations split into four sessions. The final session included a circular economy roundtable with guest speakers Emilio Hernandez, Chair of the Green Alliance, and Mark Ridler, Head of lighting at BDP.

At the Society's AGM in May, Ruth Kelly Waskett, the new SLL President, acknowledged that the Society is recognised for embracing light in all its forms and that it must also represent the diversity of the society that it serves.

Over the course of the year, the Society offered over 30 webinars with over 6000 people registering from around the world and over 3200 live attendees. Included in this programme of CPD events was an online panel discussion with members of the Second International Workshop on Circadian and Neurophysical Photometry, who provided an update on practical recommendations for melanopic lighting design in an extremely well attended event.

The Society's webinar on managing daylight and sunlight in buildings had over 500 registrants. CPD webinars enabled the Society to continue to share knowledge and education in light and lighting to a worldwide audience, with topics including the circular economy, lighting for healthcare environments, lighting controls, BIM for lighting, and lighting and the WELL Building Standard. Recordings of all the webinars are available to on the website ([CIBSE - Society of Light and Lighting - SLL](#))

The Society took part in the Illuminating Engineering Society of North America online event Light for life in May, and exhibited at the [d]arc room exhibition and conference in September. Ready Steady Light, with Rose Bruford College, was held in October, with 15 teams taking part.

In October, the Society launched a new series of interviews, called 'In conversation with..', with leading figures from the lighting community. The series was developed in association with Signify.

The Young Lighter 2021 final was held online in December.

We Champion (continued)

The Society of Light and Lighting (SLL) (continued)

The Society has also taken part in a number of collaborative events in support of the Women in Lighting initiative.

Society of Façade Engineering (SFE)

The Society of Façade Engineering brings professionals together in a forum where they can work together to advance knowledge and practice in façade engineering, promote good practice and ensure that today's increasingly complex building façades meet the many and varied performance criteria.

The Society focuses on the many disciplines involved in the interdisciplinary process of design, supply, installation, testing and operation of building façades. The Society is built on the belief that for buildings to achieve a high energy efficiency, and create a safe and comfortable environment for occupants, there must be appropriate dialogue between architects, façade engineers, building services engineers, structural engineers, and contractors.

In 2021, the Society was heavily involved in consultations and guidance within the façade industry, delivering a response to the RICS External Wall System 1 (EWS1) consultation. The Society also consulted their membership on a public draft of the publicly available specification, PAS 670, *Magnesium oxide-based boards for use in buildings – Specification*. The Society made extensive comments on the draft PAS 9980: *Fire risk appraisal and assessment of external wall construction and cladding of existing blocks of flats – code of practice, which provides a clear assessment methodology for facades*. They also supported the University of Cambridge PhD research project on laminated glass separation experimental work.

Throughout the year, the SFE held numerous events, both virtually and in person. The Society welcomed industry experts, including Anusha Badrinarayanan, who gave a presentation titled *The benefits of identifying carbon baseline for façades* and Antony Smith who presented on *Design and development of a truly bespoke feature glass ceiling*. Members were also able to participate in in-person events, including a regional façade walk in Birmingham, and were represented at the Zak World of Façades event in Dubai. The Society is planning to continue webinars and in-person events throughout 2022.

In 2021, across four application deadlines, the SFE welcomed over 30 new graded members through their application process. Prospective members are asked to provide evidence of their experience and expertise, which is then submitted to the SFE Grading Panel. If the applicant is successful, they are awarded Society membership, within which they will either be an Associate (ASFE) Member (MSFE) or Fellow (FSFE). The Society is working to align its membership more fully with the UK SPEC and CIBSE Membership requirements.

We Champion (continued)

The Society of Façade Engineering (SFE) (continued)

In 2021, the Society also took the initial steps towards creating an SFE Young Engineers Network Group. This Group will be taking shape in 2022 and will be a positive step in engaging with young façade engineers.

Society of Public Health Engineers (SoPHE) and SoPHE Industrial Associates

SoPHE aims to provide a higher profile and focus for public health engineers within CIBSE.

Throughout 2021, SoPHE ensured that its members had access to high quality CPD. The Society hosted 11 online CPD events, with over 1400 registrations in all.

The Society was also able to get back to in-person events. On 21 July, in collaboration with the SoPHE Industrial Associates Industry Working Group, the Society hosted the SoPHE Plumbing Centre of Excellence Young Engineers Training Day at New City College Construction and Engineering Centre. The day covered practical skills associated with the installation of domestic water piped systems, aimed at providing young engineers with the valuable practical knowledge of pipework installation to complement their theoretical knowledge. Attendees were also involved in a number of practical CPD sessions with various pipework materials, pipework fittings and valve manufacturers, followed by a team exercise in the afternoon to put newly learnt skills into practice.

After a two-year hiatus the Society was able to host its Annual London Dinner on 4 November at the Royal Lancaster Hotel, London. The dinner brought together over 300 people, including SoPHE Members, SoPHE Industrial Associates, and individuals and organisations from across the public health industry.

In the coming year, the Society will continue to host in-person events and online CPD and is looking towards publishing the *SoPHE Journal*, alongside the SoPHE Industry Working Group.

The Institute of Local Exhaust Ventilation Engineers (ILEVE)

ILEVE has been established to promote air quality in the workplace and to reduce ill health and death due to airborne contamination and hazardous substances in the working environment. The Institute exists to recognise competence in the practical application of local exhaust ventilation and to raise awareness of the importance of good air quality and ventilation in workplaces.

In June, ILEVE successfully launched its Partnership Scheme. The Partnership Scheme is an organisational membership for companies within the LEV Industry. The scheme allows its members to show commitment to raising standards within the LEV sector, demonstrate that their company meets industry requirements, increase the training and skills of employees, and be better connected and involved with the professional institution.

We Champion (continued)

The Institute of Local Exhaust Ventilation Engineers (ILEVE) (continued)

Throughout 2021, ILEVE welcomed new individual members through the application grading process. Applicants are required to show their competency across five subject modules: principles of occupational hygiene, system design, installation management, commissioning and thorough examination and test. Successful applicants are awarded a membership grade and given a competency card, which demonstrates their accredited fields of expertise. ILEVE offers a path to full professional registration for engineers in LEV and a means to maintain and enhance professional standing.

The Society has also continued the work of their Sub Committees which focus and work on specific aspects within LEV, this includes *TC01 – TExT Reports*, *TC02 – Partnership Scheme*, *TC03 – Recirculating filters*, *TC04 – On-torch extraction* and *TC05 – BOHS – BESA qualification*. In 2021, ILEVE also began work on two new Sub Committees: *TC06 – Direct reading instruments* and *TC07 – Stack design*.

ILEVE has also used online platforms to host high quality webinars for its members. It has given presentations on CIBSE Guide TR40 - *A guide to good practice for LEV*, *LEV Technical Competency matrix* and *A career as an LEV engineer*. The latter looked at the best way to start your career as an LEV engineer through gaining an understanding of the importance of practical and theoretical study in this exciting and growing field. In December, ILEVE was also able to host a hybrid membership development afternoon, which allowed members and prospective members to attend in-person or online. The afternoon was an opportunity to learn more about the Society, and the processes and benefits of becoming a graded ILEVE Member. ILEVE will be continuing its active events programme in 2022, including a stand at MACH 2022 and the AGM, which will be hosted at the HSE's Science and Research Centre.

Society of Digital Engineering (SDE)

The Society of Digital Engineering provides a forum for those involved in digitalising the built environment, whether as designers, contractors, manufacturers, clients, facilities managers or software vendors. Membership is open to all involved in digital engineering, building information modelling (BIM), information management, software for design and analysis of buildings, computer aided facilities management and other related activity. It provides professional recognition to digital engineers and a route to CIBSE membership and registration with the Engineering Council.

The SDE continues to work closely with the CIBSE Digital Steering Group, which works to create the products and services used by members.

The SDE successfully held its online 2021 AGM virtually, which featured interactive responses from attendees. A total of 138 members registered for the AGM and the proceedings were followed by a presentation titled, *Structured data/The BIMHawk Toolkit & PDTs/LEXiCON* which looked at why structured product data is so important, the role the BIMHawk Toolkit and product data templates (PDTs) play and the benefits the LEXiCON project will bring.

We Champion (continued)

Society of Digital Engineering (SDE) (continued)

The Society's Working Groups are continuing to make progress in their respective activities, with PDTs being created and published on our BIMHawk platform (<https://www.bimhawk.co.uk/>) and we are also working with BRE, Construction Products Association (CPA) and the Centre for Digital Built Britain (CDBB) on their collaborative PDT platform, LEXiCON, which will be synchronising with BIMHawk. A proof of concept information exchange has already been tested and found to work well.

The symbols project continues at pace, with a new symbol set for fire safety engineering being released earlier this year and public health symbols now being created. This adds to our existing symbol sets for systems and abbreviations, heating and cooling, ventilation, small power, lighting and lighting switches, fire alarms and pipework accessories.

The Digital Innovations Working Group is working on new digital design, construction and management related digital tools, which may in turn become CIBSE digital tools.

The Society works closely with the UK BIM Alliance, of which CIBSE is an affiliate member.

CIBSE Patrons

CIBSE Patrons is a network of businesses that collaborate to give financial, technical, and moral backing to a wide range of initiatives led by CIBSE.

The Society has a depth of experience in training and in technical, commercial, and site-based knowledge which are of a great practical benefit to the Institution.

Its primary focus is on improving recruitment and retention of engineers on behalf of the industry at large. It sponsors bursaries, awards, and a range of materials, as well as events to support the Institution's work in this area and works directly with young engineers.

The Society has also created a forum where members can discuss and learn about matters as diverse as social media, contracting law and how to gain access to export markets.

In 2021, CIBSE Patrons welcomed a new Steering Committee, including Chair, Scott Mason. The AGM featured a presentation by Hywel Davies, CIBSE Technical Director, on the Building Safety Bill.

As well as welcoming a diverse range of new members, the Patrons have begun holding their Steering Committee Meetings in person and are looking forward to an active 2022, including hosting events such as the House of Lords Dinner.

We Champion (continued)

Special Interest Groups

The 18 Special Interest Groups cover topics ranging from daylighting and lifts to controls and electrical services. The total membership of the Groups is currently 45,300 people, with participation in activities open to anyone, CIBSE members and non-members alike. The Groups are:

1. ASHRAE
2. Building Simulation
3. Chimneys and Flues
4. CHP and District Heating
5. Daylight
6. Electrical Services
7. Energy Performance (including the Young Energy Performance Group)
8. Facilities Management
9. Healthcare
10. Heritage
11. Homes for the Future
12. HVAC Systems
13. Information Technology and Controls
14. Intelligent Buildings
15. Lifts
16. Natural Ventilation
17. Resilient Cities
18. School Design.

2021 has been a productive year for the Groups with a mixture of newsletters, blogs, podcasts, and webinars. This year has seen an increase in joint events between the Groups, with the first ever webinar hosted by three Special Interest Groups. The Groups have held a series of very successful online webinars – some of the most popular of these were:

We Champion (continued)

Special Interest Groups (continued)

- CIBSE HVAC Systems Group: Ongoing management of COVID: The operation of HVAC – Attendees registered 816
- CIBSE HVAC/FM/YEPG: Innovation in building services – Registered 212
- CIBSE EPG/HVAC Group: The future in the UK- The good, the bad and the ugly – Registered 684
- CIBSE/EPG/YEPG/LETI Power hour: What does zero mean – Registered 456
- CIBSE EPG Power Hour: Retrofitting properties: Where is the road map to net zero – Registered 368
- CIBSE Healthcare Group: HTM 03-01 – Registered 400
- CIBSE Daylight Group: Daylight spectra indoors: Its measurement and analysis – Registered 245
- CIBSE Building Simulation Group/IBPSA: Estimating airborne infection through simulation and analysis – Registered 322.

Chris Iddon, the Chair of the Natural Ventilation Group, worked alongside, Edwin Wealend (Cundall, CIBSE Air Quality Group) and Dzhordzhio Naldzhiev (UCL Institute for Environmental Design and Engineering) to produce the *COVID-19: Air cleaning technologies* guidance publication and the *COVID-19: Relative exposure index calculator* digital tool. A team from the Facilities Management Group is working on updating Guide M – *Maintenance engineering and management*.

CIBSE Building Simulation Group will be going live with Vision 2050. This is looking ahead at how the industry needs to change to meet commitments up to 2050 in response to the pressing climate change challenges.

A proposal has also been put forward for a new Group named Dilapidation and Inspections Group. This was presented to all chairs at the quarterly Groups and Societies meeting and has been supported.

We Inspire

CIBSE worked to raise the public profile of the importance the contribution of our members' and the Institution throughout 2021, maximising reach through diverse communication routes, including events, digital media, press coverage, and wide-ranging and impactful social media channels.

The year also brought an opportunity to make all our communications more inclusive and easily accessible digitally. This effort supports the increased use of the Institution's knowledge and expertise to deliver better, safer buildings and shape the debate around key issues in the building services sector.

CIBSE Build2Perform Live30 November – 2 December 2021

CIBSE Build2Perform Live, a free-to-attend event, facilitates sharing CIBSE and industry knowledge to deliver a safer, more inclusive and lower carbon built environment.

The 2021 event was virtual and took place over two days. In this more accessible format, over 1200 people registered to attend. The technical programme highlighted four areas of currency and importance:

1. Competency and compliance
2. Heat pumps
3. Delivering clean air
4. CIBSE response to COP26.

The technical programme was complemented by a range of exhibitor and supporter content to update attendees on the latest technical product information.

www.cibse.org/b2plive

CIBSE Journal

In 2021 the *CIBSE Journal* was rated good or excellent by 90% of the respondents in its reader research survey, with 86% rating the technical coverage as good or excellent. Case studies, technical articles and CPD rated highest when asked to rate the different sections. The website also rated highly with 78% rating is as good or excellent.

2021 proved to be another exceptional year in which the Journal was acutely aware of the importance of bringing up-to-date news and guidance during the ongoing pandemic.

The Journal continued to bring extensive coverage of updates to CIBSE COVID-19 guidance, including coverage of the new CIBSE air cleaning technology guidance, coverage of the winning paper from the CIBSE Technical Symposium by Tom Lipinski on ventilating buildings to minimise COVID-19 risk, and produced a podcast featuring the authors of CIBSE's COVID-19 ventilation guidance, discussing best practice for minimising the risk of the virus as we emerge from lockdown.

We Inspire (continued)

CIBSE Journal (continued)

Building safety was another key theme for the Journal throughout the year, which was added to with regular columns from CIBSE Technical Director Dr Hywel Davies and Dr Julie Godefroy, CIBSE Head of Sustainability.

The Journal continued to showcase the outstanding projects, companies and people who won the CIBSE Building Performance Awards and Young Engineers Awards. As well as cover interviews with new CIBSE Chief Executive Ruth Carter and CIBSE Engineer of the Year, Sasha Krstanovic.

There were international features from the CIBSE Building Simulation Award winner, Atelier Ten's Singapore Changi Airport, and a retrofit project of 25 historic buildings in Myanmar by the local consultancy Doh Eain.

A further two podcasts were produced – one focused on heat pumps, the other on offsite construction, adding to the growing Journal podcast library.

More broadly, the Journal continued to support CIBSE's priorities, guidance, consultations, and events.

A number of special sections were produced in 2021 within the Journal, these covered: commercial heating, hotel and leisure, lighting, health and wellbeing, and education facilities.

The Journal hosted seven sponsored webinars covering a broad range of subjects, including water source heat pumps, digital technologies, the impact of wastewater noise on building design, smart lighting, pressure control valves, standby generator sets, and power protection systems. All are available on demand through the CIBSE Journal website.

In terms of production, the Journal worked with suppliers to move to using a paper wrap for the mailing of the magazine, providing a more easily recyclable mailing service, which was well received by members.

The *CIBSE Journal* website continued to attract high numbers of visitors, with average monthly users now more than 28,000. The website is supported by regular social media activity highlighting the main features and news stories and a monthly Journal enewsletter, sent to members, which includes a direct link to the digital edition.

cibsejournal.com
jobs.cibsejournal.com

Media relations

In 2021 CIBSE's media relations played a vital role in communicating the COVID-19 guidance. This unique set of guidance, created by collaborative groups of members and other industry experts, includes ventilation, safely re-occupying buildings, recommissioning of lifts and escalators, and lift use and occupancy. In 2021 new guidance was added to the set, on air cleaning technologies and was supported by the relative exposure index calculator.

We Inspire (continued)

Media Relations (continued)

There were 50,000 downloads of the guidance in 2021, bringing the total downloads to 112,000 since 2020. The guidance is freely available and is referenced by SAGE papers and linked to by the HSE and UK Government websites.

We made a significant contribution to two reports published by the Royal Academy of Engineering: *Decarbonising construction: Building a new net zero industry* ([decarbonising-construction-building-a-new-net-zero](https://raeng.org.uk/decarbonising-construction-building-a-new-net-zero) (raeng.org.uk)).

And *Infection Resilient Environments* ([infection-resilient-environments](https://raeng.org.uk/infection-resilient-environments) (raeng.org.uk)). We were represented at the journalist briefings by the Science Media Centre, the independent press office for science, which generated significant coverage across a range of outlets.

CIBSE press coverage appeared in 50 outlets, having a reach of 10 million readers and a value of £200,000.

Social media

We continued to grow our social media following throughout 2021 and used our platforms to engage with the wider building services community.

The marketing team focused on creating quality content to post on social media, including increased use of videos, blogs, polls, and articles. We also concentrated on commenting on and responding to mentions of CIBSE across social media to encourage conversation and interaction with our followers.

Alongside the main CIBSE social media accounts, there are numerous communities of interest accounts representing our Special Interest Groups, Regions, Societies and networks.

CIBSE now has 85,748 followers across social media, an overall growth of 10% with LinkedIn continuing to be our strongest channel. Growth on individual platforms is outlined below.

Channel	Followers				
	2021	2020	2019	2018	2017
Facebook	1,426 15%	1,245	930	600	224
Twitter	25,400 1%	25,228	24,300	22,900	21,210
LinkedIn group and company page	57,386 15%	50,023	39,935	33,445	25,613
Instagram	1,536 38%	1,116	466	-	-

We Inspire (continued)

CIBSE Blog

In 2021, we published 17 blogs, which covered a range of topics and were primarily written by CIBSE members.

Our 'A career in building services' series for students, produced by the CIBSE Young Energy Performance Group and designed to highlight a diverse set of role models from the building services sector, was our most popular series.

Our Training and Knowledge teams produced a series of blogs about our new publications and training courses, which provided additional insight.

Our blog attracted over 85,000 views in 2021, an increase of 15%, with the most popular being those in the career series, which recorded 3200 views in 2021 and 6850 views for the entire series. The best read blogs were:

- A career as an electrical engineer
- A career as a public health engineer
- A career as a project engineer in solar photovoltaics
- A career as a mechanical engineer.

Knowledge-based blogs recorded 6200 views in 2021, with the most popular being:

- E-learning opportunities - What should you choose?
- CIBSE Knowledge - Behind the scenes: an interview with the authors of Heat pump installations for multi-unit residential buildings (AM16)
- Three simple tips to help you focus on your online learning.

cibseblog.co.uk

YouTube

The CIBSE YouTube channel has developed significantly since March 2020 when the first UK COVID-19 lockdown required CIBSE networks, Regions, Special Interest Groups and Societies to move their content online. Watch hours on the channel are up 53% to 3133 hours in 2021, impressions up 57% to 520,000 and individual views up 27% to 32,800. Providing more content and better use of channels have helped us support our community with quality video content.

We Inspire (continued)

YouTube (continued)

The most popular channels in 2021 were: Lighting

- Membership
- CIBSE South West
- CIBSE Daylight Group.

Our three most popular videos in 2021 were:

- A day in the life of a building services engineer - 2389 views and 28 hours of viewing
- How building services engineers can save civilisation - CIBSE Annual Lecture 2016 by Fiona Cousins - 1093 views and 120 hours of watch time -
- Top tips on preparing for your CIBSE interview - 1058 views and 16 hours of watch time.

There is significant opportunity to further develop the CIBSE YouTube channel and to include more content from across the CIBSE community.

www.youtube.com/c/CIBSEUK

CIBSE website

The website continues to be the focus of our interaction with members and the wider industry. Based on feedback from members, we have continued to update the website content and functionality. In 2021 CIBSE began a project to replace the current website. The project will improve and personalise members', volunteers' and customers' experience when interacting with CIBSE, and the experience on mobile devices will improve substantially. The new website will be live in the first half of 2022.

CIBSE's influence can be seen across the world - the website continues to provide global reach, gaining visits from 192 countries in 2021. The website attracted 3.5 million page views and 1.1 million user sessions. Our voice, influence and impact are being heard, felt and listened to around the world.

www.cibse.org

Building Services Awards

Our portfolio of awards shines a spotlight on the vast expertise and talent within the building services industry. The outstanding achievements by all those shortlisted – individuals, teams and companies – illustrate the diverse skills and experience of our community. Each and every person involved should be proud of their achievements.

Building Performance Awards 2021

The 2021 CIBSE Building Performance Awards were held virtually for the first time in February.

The awards showcase the highest achievements in building performance across the construction and property industry, providing recognition of outstanding building services engineering practice.

In this, their fourteenth year, the 16 awards recognised the individuals, teams and companies who demonstrate an exceptional commitment to ensuring buildings deliver safe, healthy, comfortable, efficient and sustainable environments for people to live, work and occupy, and essentially that they are fit for purpose for their lifespan.

The 2021 awards included new COVID-19 Achievement Awards to recognise those who have responded to the challenge of making people and buildings safer during the pandemic. Four teams involved in the delivery of the Nightingale hospitals were recognised for the remarkable work that building services professionals have undertaken to contribute to the nation's effort to combat the effects of COVID-19.

Buro Happold was named Building Performance Champion 2021, claiming four accolades in total. Judges praised them for their 'holistic view of building performance that draws back into wider sustainability views,' and for going 'beyond the standard engineering offer'.

Judges felt that Buro Happold's willingness to champion sustainability, work with others and learn from projects made it a worthy overall winner. Chair of judges, Hywel Davies, said they had: 'shown clear leadership and demonstrated how to deliver low carbon buildings at scale and reduce the impact of existing buildings, which remains a huge challenge across the building stock'.

The winners of the five project categories span the globe, with four out of the five project categories being awarded to international projects, based in America, South Korea, Japan and Abu Dhabi.

Aleksandra (Sasha) Krstanovic was crowned CIBSE Engineer of the Year 2021 after impressing the judges with her enthusiasm for inspiring the next generation of engineers to take an active role in building performance. The judges felt her passion for the role of engineers in mitigating climate change makes her a great ambassador for CIBSE.

President's Prize – The Undergraduate Award (sponsored by Hays Building Services)

Winner: Khushbu Mankani, Heriot Watt University, Dubai

Khushbu Mankani, studying for a BEng Architectural Engineering degree at Heriot Watt University in

Building Services Awards (continued)

Dubai, won the CIBSE Undergraduate Award 2021. She won for her final year project, *Optimization of an air-cooled heat sink for passive cooling of a photovoltaic panel: A computational study*. Judges

were impressed by her idea in recognising an issue with photovoltaics in UAE. They liked how she explained the process and her use of images and were impressed with how she evidenced a detailed, relevant application of theory.

The award, sponsored by Hays Building Services, is designed to encourage students to develop their potential and aim for excellence. It is awarded to those in their final year of a building services course accredited by CIBSE and recognises their academic achievements.

Society of Light and Lighting (SLL) Young Lighter of the Year Award

Winner: Maria Englezou

The 2021 award marks the 27th annual SLL Young Lighter competition and the second year that the awards were held online. The competition, which is open to anyone with an interest in light and lighting, is designed to test not only finalists' ability to develop a lighting project, but also their presentation skills.

Maria Englezou, a Ph.D. candidate in the Department of Architecture at University of Cyprus, was named Young Lighter of the Year 2021 for her presentation *Do we need to change the design of healthcare facilities rooms?* Her entry explores the optimum patient room configuration to support visual comfort, health and wellbeing, while minimising the need for compromise.

Maria was one of four finalists in this year's competition. All finalists received a cash prize and a years' free membership to SLL.

Building Simulation Award

Winner: Patricia Pino

Young Modeller winner: Nishesh Jain

The annual awards, set up by the CIBSE Building Simulation Group, aim to encourage innovation in building simulation techniques. This was the second year of the Young Modeller Award, which was launched in 2020 to recognise the outstanding contribution of young engineers, apprentices and sustainability consultants working with building simulation.

Nishesh Jain, a knowledge transfer partnership associate at University College London, Institute for Environmental Design and Engineering, won the Young Modeller Award. He is working on a project on closing the performance gap using calibrated building simulation models.

Patricia Pino, from Wirth Research, won the main prize for her presentation: *COVID-19 and the environment – a multi-tool modelling approach to estimate infection risk within office spaces*.

Building Services Awards (continued)

CIBSE Young Engineers Awards

The Apprentice of the Year Award, launched in 2020, was extended in 2021 to reflect the increased interest in apprenticeships as a route to a career in building services engineering, and to acknowledge more talent within our early years engineers.

The Apprentice of the Year Award was split into two categories for: Technical Level 3-4 and Degree Level 5-7. These awards recognise the invaluable contribution played by apprentices.

The Young Engineers Awards, encompassing the Apprentice of the Year, Graduate of the Year and Employer of the Year, collectively shine a spotlight on the pool of new talent and future leaders who are vital to the future of our industry, while also celebrating those who champion and mentor them.

CIBSE President Kevin Kelly said: 'The winners of these awards show the impressive and diverse engineering talent that is flourishing and contributing to the building services industry.'

CIBSE Apprentice of the Year

Winner Technician Level 3-4: Harry Playfair

Harry Playfair is a building services project engineer apprentice at NG Bailey. He started his apprenticeship in 2019 and is currently studying for an HND in building services engineering.

Runners up were Megan Ganderson, from Couch Perry Wilkes, and Amanullah Amirmohammadi, from Cooper Homewood.

Winner Degree Level 5-7: Josie Cheeseman

Josie Cheeseman is working as an apprentice building services design engineer at WSP. Her role allows her to combine work and study. She is in her third year at London South Bank University and started her apprenticeship in 2019.

Runners up were Katie Baker from Tetra Tech, and Lewis Ward from Couch Perry Wilkes.

The Apprentice of the Year finalists recorded a film that was judged by an expert panel. CIBSE Board member and judge Vince Arnold said: 'It was warming for us, as judges to find the passion and excitement – and the fact that all the apprentices said how grateful they were to their employers and colleagues for giving them the practical experience that comes with an apprenticeship'.

CIBSE ASHRAE Graduate of the Year 2021

Winner: Lucy Sherburn

The Graduate of the Year Award recognises excellence in the early stages of an engineer's career. Lucy Sherburn, who works for FairHeat, was among eight graduate engineers who presented live at the virtual awards event, on the challenges faced by engineers today. She said that inertia was the greatest challenge engineers would have to overcome to deliver sustainable and safe environments.

Building Services Awards (continued)

Lucy has a passion for making the construction industry more attractive to women and young engineers and said of winning: 'Hopefully, I can use this position to influence change in my industry – in the area in which I work, decarbonising heat, and in making the industry inclusive for all types of people.'

Runners up were Matthew Dickenson, of AECOM, and Yara Machnouk of Elementa.

CIBSE Employer of the Year 2021

Winner: ChapmanBDSP

The Employer of the Year Awards recognise the commitment and achievements of employers in supporting young people entering the industry, encouraging their growth through training, mentoring and initiatives that place them at the centre of their business.

ChapmanBDSP took the overall award, also winning in the medium-sized category. The judges said ChapmanBDSP's commitment to being an active and engaging sponsor for young and early career employees was clear, and commended them on their diversity and inclusion approach, saying it was 'exceptional'. Its impressive support for its engineering employees includes mentoring, training, a CIBSE-approved training and development programme, regular CPD, and technical sessions.

Fairheat won in the small company category, and ATAL Engineering Group won the large company category.

Full list of awards

CIBSE Gold medals

George Adams
Bryan Franklin
David Hughes
Phil Jones
Stephen Lisk
Mike Simpson
David Wood

CIBSE Silver Medals

Isaac Kweku Coker
Roger Edward Edwards
Phil Forrest
Antonio Lamberti
Andrew Rowe

Building Services Awards (continued)

Bronze medals for services to the Institution

Caroline Cattini Dow
Paul Naish
Neil Panton

Bronze medals for services to the Regions

Olu Babalola – Home Counties North West
Dr Jerry Edge – North East
David Guzzetta – East Midlands

Honorary Fellow

Catherine Noakes
Geoff Prudence

Barker Silver Medal

- Nishesh Jain, Esfand Burman, Craig Robertson, Samuel Stamp, Clive Shrubsole, Francesco Aletta, Edward Barrett, Tin Oberman, Jian Kang, Peter Raynham, D Mumovic and Mike Davies

Dufton Silver Medal

- Eleanora Brembilla, Christina J Hopfe, John Mardaljevic, Anastasia Mylona and Eirini Mantesi

Carter Bronze Medal

- George Bennett and Cliff Elwell

Napier Shaw Bronze Medal

- Roy Candra Sigalingging, David Chow and Steve Sharples

Ken Dale Travel Bursary

- This was not awarded in 2021 as two winners were awarded the prize in 2020 giving them time to travel once COVID-19 restrictions were lifted

President's Prize: CIBSE Undergraduate Award

- Khushbu Mankani

Building Services Awards (continued)

Society of Light and Lighting Young Lighter of the Year Award

- Maria Englezou

Leon Gaster Award

- Timur Dogan and Daniel Park

Jean Heap Research Bursary

- Jeevun Grewal

Walsh Weston Award

- Adrie de Vries, Jan Souman and Professor Yvonne de Kort

SLL Regional Award

- Katerina Konsta

SLL Lighting Award

- John Aston

SLL Honorary Fellowship

- Professor Geoff Cook

SLL President's Medal

- Florence Lam

CIBSE Building Simulation Awards

- Young Modeller Nishesh Jain
- Building Simulation Award: Patricia Pino

Young Engineers Awards

- CIBSE Apprentice of the Year - Technican Level 3-4: Harry Playfair
- CIBSE Apprentice of the Year - Degree Level 5-7: Josie Cheeseman
- CIBSE ASHRAE Graduate of the Year: Lucy Sherburn
- CIBSE Employer of the Year overall winner and medium company winner: ChapmanBDSP
- Employer of the Year, small company: FairHeat
- Employer of the Year, large company: ATAL Engineering Group

Building Services Awards (continued)

CIBSE Building Performance Awards

- Building Performance Champion: Buro Happold
- Building Performance Consultancy (up to 50 employees): Lawler Consulting
- Building Performance Consultancy (51-300 employees): Carbon Intelligence
- Building Performance Consultancy (over 300 employees): BuroHappold
- Collaboration: Streatham and Clapham High School – OR Consulting Engineers
- Learning and Development: UCL Post Project Review Guidelines – University College London and Buro Happold
- Facilities Management: London South Bank University Campus – London South Bank University
- Product or Innovation – VirtuPVT- Naked Energy
- Product or Innovation – Productivity Mapping; Making the business case for wellbeing – Cundall
- Project of the Year - Commercial/Industrial: Amorepacific HQ – Arup
- Project of the Year – DaiyaGate Ikebukuro _ Nikken Sekkei
- Project of the Year - Public Use: The House at Cornell Tech – Buro Happold
- Project of the Year -Retrofit: Abu Dhabi Department of Energy Energy Retrofit Pilot Project – grfn
- Project of the Year - Residential: Max Fordham House – Max Fordham
- Building Performance Engineer of the Year: Alexsandra Sasha Krstanovic, Founder – mstep
- CIBSE COVID-19 Achievement Award
 - Bristol Nightingale – Ridge and Partners
 - Devon and Cornwall Nightingale Hybrid Facility, Exeter – Services Design Solution
 - Hoare Lea Healthcare team for Rapid-COVID-Response Hospitals, nationwide – Hoare Lea
 - NHS Nightingale Hospital, London – BDP and RSP
 - Buro Happold Analytics team – Buro Happold

Future Plans

We lead

Evidence of the gap in performance between building design and what is built in practice continues to emerge. The response to COVID-19 has exposed the widespread failings of ventilation provision to meet the current requirements and comes alongside continuing revelations about a lack of compliance with the fire safety requirements in the wake of the Grenfell Tower tragedy.

CIBSE has for many years been articulating concerns about the energy performance gap, which first emerged almost 20 years ago.

If we are serious about the recent commitments to delivering net-zero emission buildings that are safe, properly ventilated and comfortable places to occupy then this deficit between design ambition and realised outcomes must be addressed. There is an urgent need to redouble efforts to deliver improved performance of our built environment, not just in design and construction, but throughout the life cycle of operation and maintenance.

CIBSE will continue to deliver guidance that supports this improvement, and to work with others to do so.

CIBSE will continue to support the response to the inquiry into the Grenfell Tower tragedy and the Building Safety Programme in every appropriate way, seeking as far as possible to eliminate the risk of such an event happening again.

We will continue to support the ongoing reforms to industry regulations, competence, practice, procurement, enforcement and guidance. In particular, we will continue to develop our membership and professional standards systems to support the new competence and dutyholder regulations and to provide guidance, training and professional support to the sector on these matters.

We Empower

CIBSE will continue to work with our members and the wider industry to deliver best practice knowledge, guidance and learning through all appropriate media and at point-of-use to support further improvement of the safety, comfort and performance of buildings, occupants and wider community.

We will continue to review our delivery of engineering knowledge and continuing professional development activity to maintain and enhance the competence of our members and the industry.

We will maintain a wide-ranging programme of knowledge development to continue to provide guidance that meets the needs of a safe and net-zero carbon built environment for all.

We will continue to review and develop the guidance that is needed to support the transition to net zero buildings, addressing both the provision of new buildings and the interventions needed to significantly reduce emissions from the existing stock.

Future Plans (continued)

We Champion

Supporting engineers into CIBSE membership and professional registration remains at the centre of what the membership department does.

Initiatives for 2022 include:

- Continuing our vital work on the building safety agenda, contributing to the framework of the contextualised register and to revalidation plans.
- Embedding and developing CPD standards to support the continued competence of the industry.
- Simplifying the process of our Individual Route for applicants to gain IEng/CEng Registration who do not hold the required academic qualifications.
- Continuing process improvement to ensure customer service and staff efficiency.
- Embedding more robust unconscious bias training for our volunteers across Standards and conducting an end-to-end process review to ensure our guidance and support is as good as it can be for neurodivergent candidates.
- Introducing moderation across all interviews to ensure continuous improvement.
- Implementing two revised apprenticeship standards for End-Point Assessment and review of our existing assessment methods in line with Ofqual regulatory requirements and a submission of a further two standards to Ofqual for recognition.
- Supporting our Groups, Regions and Societies to develop strategic plans in order to continue to enhance their impact.
- Supporting our vital volunteers by ensuring they have improved resources through our new website and are properly thanked through more recognition.

We will also continue to participate in the work of the Construction Leadership Council and Construction Industry Council to champion the role of engineers and engineering in building a safer future under the new regulatory regime.

We Inspire

We will continue to maximise the impact of the work of CIBSE, our members and the wider building services engineering community and their commitment to improving the safety, performance, health and sustainability of the built environment.

Future Plans (continued)

We Inspire (continued)

We will expand our internal press support and the key messages of our communications, in the press, social media and blogs and create awareness outside the building services engineering community of the value and impact of our members' work.

We will use our 125th year anniversary as a platform to inspire the next generation of building services engineers, challenging our members and communities to increase their efforts to engage with students and early careers engineers.

We will move forward with creating a new website, which personalises members' experience, clearly reflects CIBSE's voice and provides access to knowledge and information that supports our diverse community of built environment professionals.

We will continue to showcase good practice through *CIBSE Journal*, our awards, events, #GrowYourKnowledge webinars, Build2Perform Live, Technical Symposium, our technically focussed Societies and Special Interest Groups and other technical activities and communications, raising public awareness of what CIBSE and its members do and the importance and value of building services engineering to society.

Certification

In 2021 CIBSE Certification continued to certify the competence of energy professionals. CIBSE Certification has more than 750 energy assessors registered for the purposes of the Energy Performance of Buildings Regulations and Climate Change (Scotland) Act and more than 900 Low Carbon Consultants.

CIBSE Certification continuously works to raise the profile of its certification schemes to reinforce the reputation of Low Carbon Consultants (LCCs) and Low Carbon Energy Assessors (LCEAs) as a high quality, expert service and an important means of raising competence across the industry. The Minimum Energy Efficiency Standards Regulations have seen an increase in demand for CIBSE Certification registered energy assessors from landlord organisations reviewing their property portfolios.

The COVID-19 lockdown and ongoing restrictions continued to present a challenge in 2021, but through regular contact with Department for Levelling Up, Housing and Communities officials and the Property Energy Professionals Association, CIBSE Certification were able to keep assessors informed about Government guidance and business support.

Lodgement credit sales in 2021 were back to a more normal level.

Our UKAS accreditation to certify energy management systems against ISO 50001 and quality management systems against ISO 9001 means that CIBSE Certification can support companies operating energy management systems or quality management systems by providing third party assessment that their system operation conforms to the standard.

Certification (continued)

In 2021 CIBSE Certification broadened their appeal by adding ISO 14001 for environmental services to their portfolio. They are now in the process of adding ISO 45001 (Occupational Health and Safety Management Systems) accreditation. The vision for CIBSE Certification remains for it to be the go-to certification body for the building services engineering sector. Despite ongoing limitations imposed by the pandemic, 2021 saw the largest income from this area of activity to date.

CIBSE Certification Ltd is a wholly owned subsidiary company of CIBSE. Its day-to-day operations are overseen by its Board and Steering Committee to maintain the objectivity and impartiality required of a certification body by the international and national standards under which it operates.

<https://www.cibsecertification.co.uk>

Financial Review

The Institution's Annual Accounts are presented to comply with the Charities Act 2011, its Royal Charter and By-Laws, and to meet all applicable accounting standards including the Statement of Recommended Practice - Accounting and Reporting by Charities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP FRS 102). Investments are shown at market value and the Annual Accounts incorporate the assets, liabilities, income and expenditure of the Regions. The results of the Institution's commercial subsidiaries, CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited, are incorporated into the Consolidated Accounts.

Total income for 2021 was £6.90M, representing an increase of £775k in 2020. Most revenue streams across the Group improved in 2021 with only revenues from investments and restricted activities remaining at either similar or slightly below 2020 levels. The most significant increase was seen in the trading subsidiaries, which grew by £380k from 2020 levels. Although not yet back to pre-pandemic levels, market confidence appears to be improving and commercial revenue continues to grow. In addition, a bequest from the late Graham Manly was received in 2021, which the Trustees have agreed to designate as a separate fund in the upcoming year, in honour of his contribution to the organisation.

Whilst expenditure continued to be monitored tightly across the business and cost saving measures implemented wherever growth would not be impacted, new activity across the Group coupled with inflationary pressures saw expenditure increase over the year to £6.61M from £6.20M in 2020.

The overall result of the above was a surplus before gains on investments of £279k, compared with a loss of £87k in the previous year. This was further increased by a net gain on investments of £293k, resulting in a net surplus of £572k.

There was an actuarial loss on the Defined Benefit Pension Scheme of £130k, as a result of investment performance, actuarial assumptions and the effect of the asset ceiling. The Institution continues to

Financial Review (continued)

fund the recovery plan agreed following the triennial valuation of the Scheme carried out on 1st April 2020.

As a result, funds increased by £442k from £2.57M in 2020 to £3.02M in 2021.

The Group cash balance increased from £1.28M in 2020 to £1.91M, following improved performance.

Reserves policy

The Institution has a reserves policy to maintain a level of funds that is sufficient to meet four months of payroll expenditure, any unplanned contingencies and to accommodate investment for new initiatives. The Board considers that the Institution's overall level of funds is sufficient for these purposes, and the free reserves of the Institution have increased during the year. The intention of the Board is to rebuild free reserves to previous levels over time.

At the year end, the Institution held free reserves of £0.98M (2020: £0.69M), being the amount of funds available excluding restricted and designated funds, and less reserves held as tangible fixed assets.

It is the view of the Board that any expenditure from reserves should be applied only to finance new initiatives which will make a substantial contribution to the delivery of the Institution's strategic charitable objectives, and that the cost of existing activities should be met from incoming revenues from year to year. Any decision on the use of reserves rests with the Board on the advice of the Hon. Treasurer and the Finance, Risk, Audit & Governance Sub Committee.

Going concern

Whilst considering the adoption of going concern for the Group, the Trustees take into account a number of factors including key risks facing the organisation, budgets and ongoing forecasting, cashflow forecasts, including sensitivity analysis, and short- and long-term liquidity.

The COVID-19 pandemic significantly impacted revenues from subsidiaries during 2020. However, 2021 has seen revenues strengthen and some even return to pre-pandemic levels. Membership income, which accounts for over half of the Group's revenues, remain consistent. The Institution worked hard to continue to demonstrate member benefits in an online environment and this was supported through access to substantial and essential knowledge provided by CIBSE, some of which was key guidance during the COVID-19 pandemic with respect to ventilation.

The Institution also owns in its entirety, the freehold premises from which it operates at 222 Balham High Road: an asset likely to be worth more to the Institution than is currently recognised in the

Financial Review (continued)

Going Concern (continued)

accounts. Whilst short-term liquidity continues to be an area of focus, as is the case for most businesses, there are currently adequate cash reserves removing any concerns.

To protect against any further impact of the COVID-19 pandemic, or the need to draw down on investments in a potentially undesirable market, the Institution also secured a Government-backed Coronavirus Business Interruption Loan facility of £500k. The facility has not been used at the time of preparing these accounts.

The Group conducts ongoing, detailed forecasts and cashflow analysis to assess liquidity and is confident that there are adequate resources to meet obligations falling due within the next 12 months and will continue to drive growth for the foreseeable future.

It is for the above reasons that the Trustees continue to consider CIBSE a going concern.

Risk management

It is the responsibility of the Board as the Trustees of the Institution to examine the major operational and business risks which the Institution faces and to establish appropriate systems to manage significant risks.

Risk is assessed as part of the consideration of all new projects, and the Finance, Risk, Audit & Governance Sub Committee is charged with the detailed examination of the Institution's Risk Register and the presentation of an annual review of the Institution's overall risk profile for the Board's consideration. This review has identified and assessed the major risks faced by the Institution and confirmed that appropriate control systems have been established to manage those risks. The Board will continue to review the overall risk profile on an annual basis, and to consider specific and substantial risks as they arise.

The Board has identified:

- a loss of contact with, and relevance to the membership, and
- a failure to develop and maintain appropriate and relevant content for the Knowledge Portal

as major operational risks to the Institution and its subsidiary. To address the first of these risks, the Institution allows for election of Board and Council Members, and communicates regularly with members through Council, Regions, Societies and Groups. For the second risk, the Knowledge Management Committee reviews, and updates content on a regular basis.

The Board has identified financial sustainability as a principal financial risk for the Institution and its subsidiary companies. Key elements in the management of financial risk include regular review of

Financial Review (continued)

Risk Management (continued)

available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital.

The Board is aware that the UK's exit from the European Union may continue to have potentially significant consequences for the Building Services Industry and for the Institution.

The Covid-19 pandemic impacted on several areas of risk, in particular affecting income streams and limiting the Institution's ability to conduct its normal activities. The Finance, Risk, Audit & Governance Sub Committee (FRAG) kept the situation under constant review. Mitigating action was taken wherever possible, including moving activities to an online format and reducing expenditure where possible. As the UK government lifts restrictions, so the risk has subsided. FRAG has consolidated previous Brexit and Covid schedules into the main body of the risk register.

Structure, Governance and Management

The Chartered Institution of Building Services Engineers is governed by its Royal Charter and By-Laws, which were awarded in 1976 and last amended in 2010, when they were substantially streamlined by the removal of many former By-Laws into a new set of Regulations. Further changes to the By-Laws and Regulations concerning Officer and Board Member nominations, appointments and elections were approved in General Meeting during 2018.

The members of the Board of the Institution are the Trustees of the Charity. The Board is composed of the Officers of the Institution (the President, the President Elect, the three Vice Presidents, the Honorary Treasurer and the Immediate Past President) and five additional members who are elected for a three-year term of office. The office of President is filled automatically by the previous year's President Elect, with the office of Immediate Past President being filled by the previous year's President. Under new rules approved during 2018, the Vice Presidents and the Honorary Treasurer are appointed by the Board, whilst the President-Elect position remains subject to election.

The Board is required to nominate candidates each year for forthcoming vacancies for President Elect and for members of the Board and to make appointments to the offices of Vice President and Honorary Treasurer following consideration of advice received from the Nominations Panel. All newly appointed Trustees are provided with an information pack containing relevant information on their role, including Charity Commission guidance on Trustees' responsibilities. In addition, training on Trustees' responsibilities is carried out annually.

The Board meets five times each year to direct the business of the Institution and is assisted by the House & Remuneration Sub Committee (which deals with terms and conditions of employment of the Chief Executive and senior staff and ad hoc issues) and the Finance, Risk, Audit & Governance Sub

Structure, Governance and Management (continued)

Committee (which deals with budgeting, management and financial accounts, audit, risk and governance issues). The Standing Committees of the Institution (the Education, Training & Membership Committee, Technology Committee, Professional Practices Committee, Publications & Research Outputs Delivery Committee and the Regional Liaison Committee) report to the Board and have delegated authority within their spheres of activity.

CIBSE Services Limited, one of two of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Services Limited is to generate income for the Institution through the development and operation of commercial activities which are aligned with and support the objectives of the Institution. The Chair of CIBSE Services Limited makes regular reports to the Board of the Institution.

CIBSE Certification Limited, the other of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Certification Limited is to generate income for the Institution through certification activities which are aligned with and support the objectives of the Institution. The Directors of CIBSE Certification Limited report to the Finance, Risk, Audit and Governance Sub Committee of the Institution.

The Chartered Institution of Building Services Engineers Hong Kong Limited is a company limited by guarantee registered in Hong Kong. It was established to handle the operation of the CIBSE Hong Kong Region in order to meet local legislative requirements, and ultimate control of the company rests with the CIBSE Board through the appointment of its directors. The Hong Kong region otherwise operates in the same manner as other CIBSE regions, but under the auspices of this local incorporation.

Key management personnel remuneration

The Board is responsible for the governance and overall control of the Institution. The Chief Executive conducts the business of the Institution on a day-to-day basis under the direction of the Board, supported by the senior management staff of the Institution.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of Trustee expenses and related party transactions are disclosed in Note 8 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Institution's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's Chief Executive and senior management staff is reviewed annually by the House & Remuneration Sub Committee, which is a sub-committee of the Board of Trustees comprising

Structure, Governance and Management (continued)

Key management personnel remuneration (continued)

the President, President-Elect, Immediate Past President and Honorary Treasurer. Authority is delegated to the House Sub Committee to appraise the performance of the Chief Executive and to approve any increase to the remuneration of the Chief Executive and of the senior management staff.

A range of factors are considered in this process, including job performance, price and earnings inflation, market conditions and comparisons with other professional institutions.

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Nominations Process Review

Each year, vacancies arise for Institution Officers, Board Members and Council Members and the CIBSE Board has to nominate and appoint candidates for the various roles to take office at the following AGM. The Board is advised in this process by the Institution's Nominations Panel, which considers candidates in detail and makes recommendation to the Board.

A new methodology was introduced in 2021 to improve the objectivity and transparency of this process, to increase the focus on diversity and inclusivity, and to ensure a broad range of representation across different sectors of the industry.

The Nominations Panel implemented a target quota system for the nominations pool, which included having a maximum of 60% of nominations from one gender and having 20% from ethnic minority groups. Through an awareness raising campaign and by encouraging individuals directly to put themselves forward, the panel achieved these quotas. This was key to ensuring sufficient and diverse choice in the pool of candidates to be taken forward to nomination.

Objective scoring criteria were established for the assessment process, with compulsory quotas applied to the final outcome, and non-compulsory quotas used to ensure breadth of choice but not to be enforced at final selection.

Following an enhanced marketing and outreach programme, 23 members were put forward as potential candidates for consideration by the Nominations Panel. All completed an application form with references being taken, and each candidate was evaluated by the Panel against the agreed scoring criteria.

This has proved a valuable exercise and is already delivering a more robust process of consideration. The system will be developed in future years, with lessons learned from the 2021 nominations round being used further to refine and enhance the nominations process.

Structure, Governance and Management (continued)

Nominations Process Review (continued)

Nominations Panel members:

George Adams
Vince Arnold
Colin Ashford
Tony Day
John Field
Kevin Kelly
Alexandra Logan
Stuart MacPherson
Nick Mead
Farah Naz
Mike Smith

Trustees

Kevin Kelly
Vince Arnold
Adrian Catchpole
David Cooper
Les Copeland
Fiona Cousins
David Fitzpatrick
Susan Hone-Brookes
Lynne Jack (until 5th May 2021)
Pak Leung Yuen (from 5th May 2021)
Stuart MacPherson
Laura Mansel-Thomas (from 5th May 2021)
Kevin Mitchell

Co-opted to the Board

Ruth Kelly Waskett
Alexandra Logan

Chief Executive Officer

Ruth Carter

Members of the Consultative Council

All Board members are also members of Council

Structure, Governance and Management (continued)

Past Presidents

Lynne Jack
Stephen Lisk
Stuart MacPherson

Elected Members of Consultative Council

Colin Ashford
Andrew Bott
Sebastian Gray
Scott Mason
Andrew Piper
Dimple Rana
Mike Smith
Becci Taylor
Linda Vidler

Co-Opted Members

Ashley Bateson
Lynne Jack
Alexandra Logan
Ruth Kelly Waskett

Divisional Representatives

Ruth Kelly Waskett (SLL)
Peter White (SoPHE)
Chris Aspinall (SFE)
Les Copeland (SDE)
Dean Greer (ILEVE)
Scott Mason (Patrons)

Young Engineers Network

Rebecca Michaelson

YEN Mentor

Andrew Saville

WiBSE

Annette Ash

Structure, Governance and Management (continued)

Inclusivity Panel

Alexandra Logan

REHVA

Andy Ford/David Fisk

Fellows Network

Geoff Prudence

EC(UK) Board Rep

Andrew Rowe

Standing Committee Chairs

- Education Training and Membership: Andrew Rowe
- Communication Committee: David Fitzpatrick
- Technology Committee: Katie Clemence-Jackson
- Professional Conduct Committee: Doug King
- Knowledge Management Committee: Ted Pilbeam
- Regional Liaison Committee: Kevin Mitchell

Group Representatives

- CIBSE ASHRAE: David Green
- Building Simulation: Darren Woolf
- Chimneys & Flues: Jim Kinnibrough
- CHP and District Heating: Huw Blackwell
- Daylight: John Mardaljevic
- Electrical Services: Tony Sung
- Energy Performance: Roger Macklin
- Facilities Management: Geoff Prudence
- Healthcare: Steve Clifford
- Heritage: Andrew More
- Homes for the Future: Tom Lelyveld
- HVAC Systems: Mary-Ann Clarke
- Information Technology and Controls: Peter McDermott
- Intelligent Buildings: Derek Clements Croome
- Lifts: Adam Scott
- Natural Ventilation: Chris Iddon
- Resilient Cities: Kerstin Johansen

Structure, Governance and Management (continued)

Group Representatives (continued)

- School Design: Alan Fogarty

Regional Representatives

- ANZ: Mark Crawford
- East Anglia: Nicola Booth
- East Midlands: Jarrod Tandy
- HCNE: James Bourne
- HCNW: Gita Maruthayanar
- HCSE: Steven Peet
- HCSW: Hakeem Makanju
- Hong Kong: Vincent Ma
- Ireland: Michael Curran
- Merseyside & North Wales: Paul Guyers
- Northern Ireland: Jonathan Grimshaw
- North East: Phillip Hilton-West
- North West: Will Harrop
- Scotland: Karen Warner
- South Wales: Paul Bullock
- South West: Alexander Freeman
- Southern: Paul Coe
- UAE: Farah Naz
- West Midlands: Martin Trentham
- Yorkshire: Pritpal Jandu

Principal Bankers

National Westminster Bank Plc
128 Balham High Road
London SW12 9AE

Auditors

Crowe U.K. LLP
55 Ludgate Hill
London. EC4M 7JW

Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institution and the Group and of the incoming resources and application of resources of the Institution and the Group for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Institution and the Group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Institution's transactions and that disclose with reasonable accuracy at any time the financial position of the Institution and the Group and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Institution and the Group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Institution and the Group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:



Kevin Kelly
President 2021 - 2022

Opinion

We have audited the financial statements of the Chartered Institution of Building Services Engineers (the "parent charity") and its subsidiaries (the "group") for the year ended 31 December 2021 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Institution Balance Sheets, the Consolidated Statement of Cash Flows and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and of the parent charity's affairs as at 31 December 2021 and of the group's incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group or parent charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Other information

The Trustees are responsible for the other information contained within the annual report. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' report; or
- sufficient accounting records have not been kept by the parent charity; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on page 52, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the group's and the parent charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Auditor's responsibilities for the audit of the financial statements (continued)

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Extent to which the audit was considered capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We identified and assessed the risks of material misstatement of the financial statements from irregularities, whether due to fraud or error, and discussed these between our audit team members. We then designed and performed audit procedures responsive to those risks, including obtaining audit evidence sufficient and appropriate to provide a basis for our opinion.

We obtained an understanding of the legal and regulatory frameworks within which the charity and group operates, focusing on those laws and regulations that have a direct effect on the determination of material amounts and disclosures in the financial statements. The laws and regulations we considered in this context were the Charities Act 2011 together with the Charities SORP (FRS 102). We assessed the required compliance with these laws and regulations as part of our audit procedures on the related financial statement items.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which might be fundamental to the charitable company's ability to operate or to avoid a material penalty. We also considered the opportunities and incentives that may exist within the charitable company for fraud. The laws and regulations we considered in this context for the UK operations were General Data Protection Regulations, taxation legislation, health & safety legislation and employment legislation.

Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the Trustees and other management and inspection of regulatory and legal correspondence, if any.

INDEPENDENT AUDITOR'S REPORT TO MEMBERS OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Extent to which the audit was considered capable of detecting irregularities, including fraud (continued)

We identified the greatest risk of material impact on the financial statements from irregularities, including fraud, to be within the timing of recognition of income, and the override of controls by management. Our audit procedures to respond to these risks included enquiries of management and the Finance, Risk, Audit and Governance Committee about their own identification and assessment of the risks of irregularities, sample testing on the posting of journals, analytical procedures and sample testing of income, reviewing accounting estimates for biases, reviewing regulatory correspondence with the Charity Commission, and reading minutes of meetings of those charged with governance.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. In addition, as with any audit, there remained a higher risk of non-detection of irregularities, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

Use of our report

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Crowe U.K. LLP
Statutory Auditor
London

Date: 4th May 2022

Crowe U.K. LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted Funds £	Restricted Funds £	Total 2021 £	Unrestricted Funds £	Restricted Funds £	Total 2020 £
INCOME FROM:							
Donations and legacies	3	93,525	-	93,525	-	-	-
Charitable activities							
Members' subscriptions		3,541,396	50,748	3,592,144	3,403,003	51,815	3,454,818
Fees receivable for charitable services	3	384,026	-	384,026	215,945	2,500	218,445
Other trading activities							
Trading subsidiary companies		2,758,593	-	2,758,593	2,379,344	-	2,379,344
Investments							
Investment income	4	63,033	-	63,033	64,085	-	64,085
Total income		6,840,573	50,748	6,891,321	6,062,377	54,315	6,116,692
EXPENDITURE ON:							
Raising funds							
Trading subsidiary companies		2,581,518	-	2,581,518	2,582,211	-	2,582,211
Charitable activities							
Membership		1,826,466	-	1,826,466	1,639,580	-	1,639,580
Technical		526,822	20,680	547,502	514,529	49,008	563,537
Regional & special interest groups		1,154,469	-	1,154,469	961,404	-	961,404
Research		502,206	-	502,206	457,204	-	457,204
Total expenditure	5	6,591,481	20,680	6,612,161	6,154,928	49,008	6,203,936
Net income/(expenditure) before gains on investments		249,092	30,068	279,160	(92,551)	5,307	(87,244)
Net gains on investments	10	293,243	-	293,243	125,574	-	125,574
Net income		542,335	30,068	572,403	33,023	5,307	38,330
Other recognised losses							
Actuarial loss on defined benefit pension scheme	20	(130,000)	-	(130,000)	(131,000)	-	(131,000)
Net movement in funds		412,335	30,068	442,403	(97,977)	5,307	(92,670)
Fund balances brought forward at 1 January		2,471,247	102,258	2,573,505	2,569,224	96,951	2,666,175
Fund balances carried forward at 31 December		2,883,582	132,326	3,015,908	2,471,247	102,258	2,573,505

All amounts relate to continuing activities.

The notes on pages 61 to 83 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED AND INSTITUTION BALANCE SHEETS AS AT 31 DECEMBER 2021

		Group		The Institution	
	Note	2021	2020	2021	2020
		£	£	£	£
Fixed assets					
Intangible assets	8	-	-	-	-
Tangible assets	9	665,074	585,157	492,411	419,897
Investments	10	2,382,242	2,088,999	2,382,246	2,089,003
Total fixed assets		3,047,316	2,674,156	2,874,657	2,508,900
Current assets					
Stocks of publications		23,608	29,900	-	-
Debtors	12	748,899	626,948	326,555	363,561
Cash at bank and in hand*		1,912,339	1,283,711	1,485,263	992,351
Total current assets		2,684,846	1,940,559	1,811,818	1,355,912
Liabilities					
Creditors: Amounts falling due within one year	13	(2,283,587)	(2,065,210)	(1,657,345)	(1,508,101)
Net current assets/(liabilities)		401,259	(124,651)	154,473	(152,189)
Total assets less current assets/(liabilities)		3,448,575	2,549,505	3,029,130	2,356,711
Creditors: Amounts falling after more than one year	14	(441,667)	-	(441,667)	-
Net assets excluding pension scheme asset		3,006,908	2,549,505	2,587,463	2,356,711
Defined benefit pension scheme asset	20	9,000	24,000	9,000	24,000
Total net assets		3,015,908	2,573,505	2,596,463	2,380,711
The funds of the charity					
Restricted Funds	15	132,326	102,258	132,326	102,258
Unrestricted funds					
General fund	16	1,643,099	1,278,354	1,223,654	1,085,560
Designated funds	16	1,240,483	1,192,893	1,240,483	1,192,893
Total charity funds	19	3,015,908	2,573,505	2,596,463	2,380,711

Approved and authorised for issue on behalf of the Board of Trustees on 24/03/2022.



Kevin Kelly
President



A Catchpole
Honorary Treasurer

The notes on pages 61 to 83 form part of these financial statements.

* Creditors amounts due over one year includes £441,667 and amounts due in less than one year includes £58,333, a total of £500,000 relating to a loan facility drawn down on 18 May 2021 from Government's Coronavirus Business Interruption Loan Scheme. At 31 December 2021, this was held in cash on the Balance Sheet (See note 14 for more information).

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	2021 £	2020 £
Cash inflows from operating activities:			
Net cash provided by/(used in) operating activities	I	292,739	(65,949)
Net cash flow from investing activities:			
Income from investments		63,033	64,085
Purchase of property, plant and equipment		(227,144)	(96,256)
Proceeds from sale of investments		2,243,476	-
Purchase of investments		(2,243,476)	-
Net cash provided by/(used in) investing activities		(164,111)	(32,171)
Cash inflows from financing activities			
Cash inflows from new borrowing		500,000	-
Net cash provided by/(used in) financing activities		500,000	-
Increase/(Decrease) in cash in the year	II	628,628	(98,120)
Net cash funds at 1 January		1,283,711	1,381,831
Net cash funds at 31 December		1,912,339	1,283,711

Notes to the cash flow statement

I. Reconciliation of net income to net cash flow from operating activities

Net income for the reporting period (as per the Statement of Financial Activities)	572,403	38,330
Net gain on investments	(293,243)	(125,574)
Investment income	(63,033)	(64,085)
Depreciation charges	147,227	178,619
Decrease/(Increase) in stocks of publications	6,293	629
Decrease/(Increase) in debtors	(121,951)	238,727
Increase/(Decrease) in creditors	160,043	(213,595)
Decrease in pension asset to liability	(115,000)	(119,000)
Net cash provided by/(used in) operating activities	292,739	(65,949)

II. Analysis of changes in net funds excluding term deposits

	At 01/01/2021 £	Cash Flows £	At 31/12/2021 £
Short term deposits (<i>deposited on 24 hour notice</i>)	807,907	674,558	1,482,465
Cash at bank and in hand	475,804	(45,930)	429,874
Total cash and cash equivalents	1,283,711	628,628	1,912,339

The notes on pages 61 to 83 form part of these financial statements.

1 GENERAL INFORMATION

The Chartered Institution of Building Services Engineers is a charity registered in England and Wales, registration number 278104. It is governed by its Royal Charter and By-laws which were awarded in 1976 and last amended in 2010. The registered office is 222 Balham High Road, London, SW12 9BS.

2 ACCOUNTING POLICIES

The principal policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Chartered Institution of Building Services Engineers meets the definition of a public benefit entity under FRS 102.

2.2 Going concern

Having reviewed the Group's forecasts and cashflow projections, the Trustees believe there to be no material uncertainties about the Group's ability to continue as a going concern. The Trustees believe this will be aided by recent and upcoming changes to regulation within the construction industry, in view of the Group's ability to influence those changes and assist in that transition, alongside significant reductions to the Group's cost base.

The Trustees believe there is adequate cash and liquid investments to meet their liabilities as they fall due for a least a year from the date of the signing of these accounts. As such the Trustees continue to adopt the going concern basis for the preparation of the annual financial statements.

The most significant areas of judgement and key assumptions that affect the items in the financial statements relate to the estimation of the defined benefit pension scheme's assets and liabilities (see Note 2.18 and Note 20).

2.3 Financial statements of the Institution and its trading subsidiaries

The financial statements include the consolidation of CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited (CIBSE Hong Kong Limited), all wholly owned subsidiaries of the Institution.

No separate Statement of Financial Activities has been presented for the Institution. The results of the Institution for the year ended 31 December 2021 are included in Note 17.

2 ACCOUNTING POLICIES *(continued)*

2.3 Financial statements of the Institution and its trading subsidiaries *(continued)*

Exemption from the requirement to disclose transactions between the Institution and its subsidiary companies has been taken under section 33.1A of FRS 102 as transactions occur between wholly owned members. The Institution has taken advantage of the disclosure exemption permitted by FRS 102 of the requirements of Section 7 Statement of Cash Flows to not disclose a charity-only Statement of Cash Flows.

2.4 Funds

The Institution has divided its funds into categories according to their nature and purpose as follows:

Unrestricted funds

Funds available for the Institution to pursue all of its objectives under its Royal Charter and comprise:

General fund

This represents the undesignated accumulated surpluses from funds available for the general objectives of the Institution.

Designated fund

Funds designated to pursue a particular objective or group of objectives under the Royal Charter and comprise:

Research Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering.

Education Fund

CIBSE established this fund with the objective of raising and designating funds to enable CIBSE to further education in the art, science and practice of building services engineering.

Richard Tully Family Publication Fund

This fund was established by the designation of a gift from Richard E J Tully, with the objective of funding awards to encourage the continued publication of good engineering practice in the profession of building services engineering.

Domestic Building Services Panel Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering for Domestic Heating publications.

Society of Light and Lighting Fund

This fund has the objective of funding the operations of the Society of Light and Lighting Fund.

Ken Dale Fund

This fund was established following receipt of a legacy from past president Ken Dale designated to advance the art, science and practice of building services engineering in his name.

Restricted funds

These funds have been received by the Institution with specific restrictions on their use within the objectives of its Royal Charter and comprised:

Patrons Fund

This fund was formed to provide a base for financing activities of concern to the building services industry as a whole, for which adequate funds were not available within the unrestricted funds of the Institution, and to provide liaison between the Institution and its members with the commercial organisations involved in building services engineering.

2 ACCOUNTING POLICIES (*continued*)

2.5 Branches, groups and regions

The activities of branches, groups and regions, together with their assets and liabilities are incorporated within these accounts.

2.6 Income

Subscriptions

Subscriptions due are treated as income for the periods to which they relate. Subscriptions received in respect of future years are carried forward in the financial statements as deferred income until the relevant subscription year.

Legacies

Legacies are included in the Statement of Financial Activities where probate was granted prior to the balance sheet date and a distribution is considered probable and the amount can be reliably estimated.

Donations and grants

Donations and grants are included in the financial statements when receivable.

Volunteers

CIBSE as an organisation relies heavily on its volunteers to allow it to carry out the wide variety of work that it does, across a range of fields within building services. Attempting to provide such in-depth knowledge for an industry as diverse as building services is an enormous undertaking, and would be impossible without the hundreds of experts who give their time and resources to the Institution and work to remain on the forefront of technology.

Carrying out a variety of roles on a voluntary basis for CIBSE, from contributing to technical papers, to serving on the board and deciding strategy, to helping at events and with media requests, the volunteers give substantial resources at a time when the industry has never been more stretched. However, as it is impractical to place a monetary value on the volunteers' contribution due to the absence of a reliable measurement basis, the contribution of volunteers are not included as income in the financial statements.

Fees received for charitable services

These represent amounts receivable in respect of goods or services during the year.

Investment income and gains

Investment income, including any tax recoverable thereon, is included in the financial statements in the year in which they are receivable. Investment gains and losses are incorporated in the financial statements as they occur. Unrealised gains and losses arising from the valuation of investments, together with any movements in such gains are separately identified within the financial statements.

2.7 Expenditure

Expenditure is accounted for on an accrual basis and is recognised where there is a legal and constructive obligation to pay for the expenditure.

Charitable expenditure comprises expenses incurred on the defined charitable purposes of the Institution. Cost of raising funds comprises expenses incurred in enhancing and maintaining the public image of the Institution and expenditure incurred in trading activities that raise funds.

Governance costs comprise expenses incurred in the governance of the Institution and its assets and are primarily associated with constitutional and statutory requirements.

Each category includes direct expenses and staff costs, together with an allocation of overhead costs based on a combination of direct staff costs and activity levels.

2 ACCOUNTING POLICIES *(continued)*

2.8 Intangible fixed assets

Goodwill arising on an acquisition of trade and assets represents the difference between the fair value of the consideration paid and the fair value of the net assets acquired. It is capitalised and amortised through the profit and loss account over the estimate of its useful economic life of three years.

Goodwill is amortised on cost at 50% in the first year and, 30% & 20% over the next two years after consideration of its estimated useful life of 3 years.

2.9 Tangible fixed assets

Freehold land is not depreciated. The charity separately identifies the major components of its properties and charges depreciation so as to write down the cost of each component to its estimated residual value on a straight line basis over its expected useful life.

The useful lives are as follows:	Building structure	50 years
	Doors	30 years
	Windows	10 years

<i>Other tangible fixed assets:</i>	Computer equipment	3 - 5 years
	Fixtures & fittings	5 years

2.10 Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Unlisted investments comprise investments in subsidiaries which are measured at cost less impairment.

A source of financial risk faced by the charity is that is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities, particularly currency risk, and within particular sectors or sub sectors.

2.11 Impairments

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. When the carrying amount exceeds it's recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

2.12 Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

A financial asset is derecognised only when the contractual rights to cash flows expire or are settled, or substantially all the risks and rewards of ownership are transferred to another party, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell

2 ACCOUNTING POLICIES (continued)

2.12 Financial Instruments (continued)

the asset in its entirety to an unrelated third party. A financial liability (or part thereof) is derecognised when the obligation specified in the contract is discharged, cancelled or expires.

2.13 Stocks

Finished stocks relate to technical publications and are stated at the lower of cost and net realisable value. Cost comprises the price of purchasing, printing, binding and compilation.

2.14 Debtors

Trade and other debtors which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price. Trade debtors are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original term of the contract. Impairment losses are recognised in the statement of financial activities for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in the statement of financial activities.

2.15 Cash at bank and in hand

Cash at bank and in hand include cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit.

2.16 Creditors

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.17 Holiday pay accruals

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the balance sheet date.

2.18 Pension contributions

The Institution operates a non-contributory pension scheme providing benefits based on final pensionable salary. The assets of the scheme are invested with an insurance company and are totally separate from those of the Institution. This scheme was closed to new members in 1999. The Institution has fully adopted the disclosures set out in section 28 of FRS 102. The difference between the fair value of the assets held in the Institution's defined benefit pension scheme and the scheme's liabilities measured on an actuarial basis using the projected unit method are recognised in the Institution's Balance Sheet as a pension scheme asset or liability as appropriate. The carrying value of any resulting pension scheme asset is restricted to the extent that the Institution is able to recover the surplus either through reduced contributions in the future or through refunds from the scheme.

Changes in the defined benefit pension scheme asset or liability arising from factors other than cash contributions by the Institution are charged to the Statement of Financial Activities in accordance with section 28 of FRS 102. The Institution contributes to a stakeholder pension scheme operated by Aviva and is open to all employees. The annual contribution payments are charged to the Statement of Financial Activities.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

2 ACCOUNTING POLICIES *(continued)*

2.19 Taxation

The Institution is registered as a charity, registration number 278104, and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

2.20 Foreign currencies

Transactions in foreign currency are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

2.21 Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME

Donation income receivable in the year is derived from:

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Donations receivable	93,525	-	93,525	-	-	-
	-----	-----	-----	-----	-----	-----
	93,525	-	93,525	-	-	-
	-----	-----	-----	-----	-----	-----

During the year, a donation of £93,525 was received from the late Graham Manly, to be used for the promotion of Building Services Education in schools. The Trustees have agreed to transfer the full donation into a Designated Fund in the name of Graham Manly after the reporting period (Note 21).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

3 DONATIONS INCOME AND CHARITABLE SERVICES INCOME (continued)

Fees receivable for charitable services for the year is derived from:

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Training delegate fees	59,234	-	59,234	11,100	2,500	13,600
Publications	15,155	-	15,155	16,260	-	16,260
Societies sponsorship fees	7,000	-	7,000	19,600	-	19,600
Grants and royalties	134,761	-	134,761	83,642	-	83,642
Sundry	167,875	-	167,875	85,343	-	85,343
	-----	-----	-----	-----	-----	-----
	384,026	-	384,026	215,945	2,500	218,445
	-----	-----	-----	-----	-----	-----

4 INVESTMENT INCOME

Investment income for the year is derived from:

	Unrestricted funds £	Restricted funds £	Total 2021 £	Unrestricted funds £	Restricted funds £	Total 2020 £
Listed investments	62,871	-	62,871	60,728	-	60,728
Cash deposits	162	-	162	3,357	-	3,357
	-----	-----	-----	-----	-----	-----
	63,033	-	63,033	64,085	-	64,085
	-----	-----	-----	-----	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

5 EXPENDITURE

	Staff Direct Costs £	Other Direct Costs £	Staff Support Cost £	Other Support Cost £	2021 Total £	2020 Total £
Expenditure on raising funds						
Trading subsidiary companies	1,134,240	1,447,278	-	-	2,581,518	2,582,211
Expenditure on charitable activities						
Membership	653,797	146,999	621,139	404,531	1,826,466	1,639,580
Technical	137,935	193,176	131,045	85,346	547,502	563,537
Regional & special interest groups	313,136	350,089	297,494	193,750	1,154,469	961,404
Research	136,360	151,927	129,548	84,371	502,206	457,204
	-----	-----	-----	-----	-----	-----
	2,375,468	2,289,469	1,179,226	767,998	6,612,161	6,203,936
	-----	-----	-----	-----	-----	-----

6 SUPPORT COSTS

The support costs have been allocated on the following basis:

Support cost	Basis of allocation	2021 £	2020 £
Administration staff and welfare	Staff costs	1,179,228	1,100,732
Temporary staff, recruitment & consultants	Direct allocation to projects	42,380	21,242
Meeting costs	Direct allocation to projects	2,310	5,577
Office costs	Total number of employees	97,245	83,105
Premises	Area occupied basis	62,828	57,645
IT	Direct allocation to projects	270,503	259,954
Legal & professional fees	Direct allocations to projects	128,489	85,809
Depreciation	Direct allocation to projects	69,443	88,795
Bad debt	Actual	3,978	2,726
Marketing	Direct allocation to projects	42,614	41,594
		-----	-----
		1,899,018	1,747,179
		-----	-----
Governance costs	Basis of allocation		
Auditor's remuneration - statutory audit	Direct allocation to projects	20,000	24,750
AGM & annual report cost	Direct allocation to projects	12,374	6,793
Trustees expenses	Direct allocation to projects	15,832	3,912
		-----	-----
		48,206	35,455
		-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

7 STAFF COSTS

	2021 £	2020 £
Wages and salaries	2,951,311	2,719,308
Temporary staff and agency fees	13,465	25,057
Social security costs	325,401	297,745
Pension costs:	-	-
Defined contribution pensions	155,313	141,383
Defined benefit pensions	14,000	6,000
	<u>3,459,491</u>	<u>3,189,493</u>

The average number of employees during the year, who were all engaged in the activities of the Institution and its subsidiaries, was:

62 61

All Trustees give of their time freely and no Trustee remuneration was paid in the year (2020: £Nil).

The key management personnel of the parent charity, the Institution, comprise the Trustees, the Chief Executive Officer and the senior management team. Total employee benefits of key management personnel, excluding the Trustees, for the year under review were £934,264 (2020: £1,042,716).

None of the Institution's wholly-owned subsidiaries employ staff directly. As a result, the key management personnel and their aggregate employee benefits for the group is the same as the Institution as disclosed above.

The number of employees earning total emoluments of £60,000 or more:

£60,001 to £70,000	3	2
£70,001 to £80,000	4	3
£80,001 to £90,000	3	3
£90,001 to £100,000	1	1
£100,001 to £110,000	1	1
£140,001 to £150,000	1	-
£180,001 to £190,000	-	1

Contributions in the year for provision of the pension schemes in respect of key senior management personnel amounted to £43,363 for 8 staff (2020: £51,792 for 10 staff).

During the year, a termination payment amounted to £26,000 was paid to a non-director employee upon ceasing employment with the Institution as of 31 August 2021.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

8 INTANGIBLE FIXED ASSETS

Group	Goodwill £
Cost or valuation	
At 1 January 2021	155,572
Additions	-
Disposals	(155,572)

At 31 December 2021	-

Accumulated Amortisation	
At 1 January 2021	155,572
Additions	-
Disposals	(155,572)

At 31 December 2021	-

Net Book value	
At 31 December 2021	-

At 31 December 2020	-

The goodwill related to acquisition of the Mid-Career College brand by CIBSE Services Limited. During the year, the fully amortised value of goodwill has been disposed of, as the brand was no longer used or relevant to CIBSE Services Limited's activities and therefore, does not generate any economic benefits. No profit or loss was realised upon disposal.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

9 TANGIBLE FIXED ASSETS

Group	Freehold Property	Computer Equipment	Furniture & Equipment	Total
	£	£	£	£
Cost				
Balance at 1 January 2021	426,000	1,035,209	296,193	1,757,402
Additions	-	225,577	1,567	227,144
Disposals	-	-	-	-
Balance at 31 December 2021	426,000	1,260,786	297,760	1,984,546
Accumulated depreciation				
Balance at 1 January 2021	159,446	761,698	251,101	1,172,245
Charge for the year	2,968	136,464	7,795	147,227
Disposals	-	-	-	-
Balance at 31 December 2021	162,414	898,162	258,896	1,319,472
Net book value				
At 31 December 2021	263,586	362,624	38,864	665,074
At 31 December 2020	266,554	273,511	45,092	585,157

As at 31 December 2021, the Computer Equipment balance included an amount of £141,904 relating to costs for the website under construction.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

9 TANGIBLE FIXED ASSETS *(continued)*

Institution	Freehold Property £	Computer Equipment £	Furniture & Equipment £	Total £
Cost				
Balance at 1 January 2021	426,000	439,093	292,014	1,157,107
Additions	-	143,745	1,566	145,311
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2021	426,000	582,838	293,580	1,302,418
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2021	159,446	330,270	247,494	737,210
Charge for the year	2,968	62,176	7,654	72,798
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2021	162,414	392,446	255,148	810,008
	-----	-----	-----	-----
Net book value				
At 31 December 2021	263,586	190,392	38,432	492,411
	-----	-----	-----	-----
At 31 December 2020	266,554	108,823	44,520	419,897
	-----	-----	-----	-----

As at 31 December 2021, the Computer Equipment balance included an amount of £141,904 relating to costs for the website under construction.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

10 FIXED ASSETS INVESTMENTS

	Group		The Institution	
	2021	2020	2021	2020
	£	£	£	£
Balance as at 1 January	2,088,999	1,963,425	2,089,003	1,963,429
Purchase of units	2,243,476	-	2,243,476	-
Sale of units	(2,243,476)	-	(2,243,476)	-
Net gains on investments				
Gains on sale of investments	154,477	-	154,477	-
Net gain on revaluation at 31 December	138,766	125,574	138,766	125,574
Balance as at 31 December	2,382,242	2,088,999	2,382,246	2,089,003

Investments are made up of:

Listed investments	2,382,242	2,088,999	2,382,242	2,088,999
<i>Trading subsidiaries:</i>				
100% interest in CIBSE Services Limited	-	-	2	2
100% interest in CIBSE Certification Limited	-	-	2	2
100% interest (100% Group / 50% The Institution) in The Chartered Institution of Building Services Engineers Hong Kong Limited	-	-	-	-
	2,382,242	2,088,999	2,382,246	2,089,003

The historical cost of listed investments are:

Listed Investments cost at 1 January	1,117,199	1,117,199	1,117,199	1,117,199
Less: sale of units	(1,117,199)	-	(1,117,199)	-
Add: Purchase of units	2,243,476	-	2,243,476	-
Listed Investments cost at 31 December	2,243,476	1,117,199	2,243,476	1,117,199

The listed investments are managed on behalf of the Institution by CCLA Investment Management Limited.

On 2 July 2021, the Institution transferred all its units held within the COIF Charities Investment Funds to the COIF Charities Ethical Investment Funds. The transfer was carried out at the market value of £2,243,476.

The significance of financial instruments to the ongoing financial sustainability of the Institution is considered in the investment powers section of the Trustees' Annual Report. The basis of fair value for listed investments is equivalent to the market value, using the mid-market price.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

11 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS

The Trustees of the Institution are the members of Board, who are drawn, from time to time, from the membership of the Institution. No member of Board received any remuneration or benefits-in-kind for their duties as Trustees (2020: Nil).

Members of the Board of Trustees are reimbursed for travelling and other expenses whilst engaged on the activities of the Institution.

	2021	2020
	£	£
Reimbursements were made as follows:		
Reimbursed to 2 Trustees (2020: 4 Trustees)	382	3,912
	-----	-----

Under the terms of the Royal Charter & Bylaws, the Institution is empowered to make reasonable and proper payments to members for services actually rendered to the Institution. This power includes Trustees, in their capacity as members of the Institution. In their capacity as members of the Institution, Trustees are obliged to pay annual subscriptions due to the Institution and are entitled to take advantage of the services offered by the Institution and its subsidiary company, on the same terms offered to all members, or to the general public. Where members or their connections provide services to, or utilise any other services or facilities of the Institution, the amounts paid to or charged by the Institution are based on either:

- Standard rates paid by the Institution to members and non-members alike, for services such as lecturing or interviewing of candidates; or
- Rates negotiated on behalf of the Institution, independently of the member involved, by the Board, or their delegated committee, based on competitive tenders or general commercial rates.

During the year, the Institution is aware that payments have been made by the Institution for commercial services provided to it, or charges made by the Institution for utilising other services or facilities of the Institution, by certain Members of the Board of Trustees, or their connections, as follows:

During 2021, there were no speaker fees paid to Trustees (2020: £Nil).

As at 31 December 2021, CIBSE owed £15,582 to the CIBSE Benevolent Fund Trust (2020: £626 was owed to CIBSE), a related party by virtue of the Fund's objectives to provide support to members or former members of CIBSE and their immediate dependants of such persons. The following transactions took place during the year:

	2021	2020
	£	£
Administration fee charged to the Benevolent Fund	1,750	1,750
Payments made on behalf of the Benevolent Fund		
Expenses	-	-
Grants	1,650	8,250
Amounts received on behalf of the Benevolent Fund		
Donations	23,641	25,671

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

12 DEBTORS

	Group		The Institution	
	2021	2020	2021	2020
	£	£	£	£
Trade debtors	321,747	266,763	57,792	11,646
Amounts owed by group undertakings	-	-	80,758	156,821
Prepayments and accrued income	326,957	252,380	118,816	111,013
Other debtors	100,195	107,805	69,189	84,081
	-----	-----	-----	-----
	748,899	626,948	326,555	363,561
	-----	-----	-----	-----

13 CREDITORS: AMOUNTS DUE WITHIN ONE YEAR

	Group		The Institution	
	2021	2020	2021	2020
	£	£	£	£
Bank loan (Note 14)	58,333	-	58,333	-
Trade creditors	137,971	146,453	63,012	55,204
Amounts owed to group undertakings	-	-	-	26,547
Accruals	264,340	162,601	188,258	117,629
Deferred income: amounts received in advance for subscriptions & services	1,206,898	1,169,697	912,263	918,131
Taxation and social security	200,617	239,378	136,111	120,796
Other creditors	415,427	347,081	299,368	269,794
	-----	-----	-----	-----
	2,283,587	2,065,210	1,657,345	1,508,101
	-----	-----	-----	-----

Deferred income

At 1 January	1,169,697	1,235,344	918,131	956,606
Amounts released to income	(1,169,697)	(1,235,344)	(918,131)	(956,606)
Amount deferred in the year	1,206,898	1,169,697	912,263	918,131
	-----	-----	-----	-----
At 31 December	1,206,898	1,169,697	912,263	918,131
	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

14 CREDITORS: AMOUNTS DUE OVER ONE YEAR

	Group		The Institution	
	2021	2020	2021	2020
	£	£	£	£
Bank loan	441,667	-	441,667	-
	-----	-----	-----	-----
	441,667	-	441,667	-
	-----	-----	-----	-----

The Institution has been granted support by the Government's Coronavirus Business Interruption Loan Scheme and received a loan facility of £500,000 on 18 May 2021. The facility was taken as a precaution to ensure financial support due to the uncertainty from the COVID-19 pandemic. The facility is over a term of 72 months, carrying nil interest rate for the first 12 months from drawdown, and thereafter an interest of 2.95% over base rate. Monthly repayments of £8,333.33 are due on the anniversary of the drawdown of the loan. There is no penalty for early repayment and the bank loan is secured on the Institution's freehold property.

15 RESTRICTED FUNDS – Group

Current Year	Movement in Funds				Balance at 31 December 2021
	Balance at 1 January 2021	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	102,258	47,703	(17,635)	-	132,326
	-----	-----	-----	-----	-----
	102,258	47,703	(17,635)	-	132,326
	-----	-----	-----	-----	-----

Prior Year	Movement in Funds				Balance at 31 December 2020
	Balance at 1 January 2020	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	96,951	54,315	(49,008)	-	102,258
	-----	-----	-----	-----	-----
	96,951	54,315	(49,008)	-	102,258
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

16 UNRESTRICTED AND DESIGNATED FUNDS – Group

Current Year

	Movement In Funds				
	Balance at 1			Net of	Balance at 31
	January	Income	Expenditure	investments gain	December
	2021			& pension	2021
	£	£	£	scheme	£
				movement	
Research Fund	300,262	261,962	(288,287)	-	273,937
Education Fund	60,542	2,328	(431)	-	62,439
Richard Tully Family Publication Fund	139,534	5,365	-	-	144,899
Domestic Building Services Panel Fund	244,875	56,465	(23,762)	-	277,578
Society of Light and Lighting	339,392	195,891	(162,884)	-	372,399
Ken Dale Fund	108,288	4,164	(3,220)	-	109,232
	-----	-----	-----	-----	-----
Designated Funds	1,192,893	526,175	(478,584)	-	1,240,483
General Fund	1,278,354	6,024,201	(5,822,699)	163,243	1,643,099
	-----	-----	-----	-----	-----
Unrestricted Funds	2,471,247	6,550,376	(6,301,283)	163,243	2,883,582
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

Prior Year

	Movement In Funds				
	Balance at 1			Net of	Balance at 31
	January	Income	Expenditure	investments gain	December
	2020			& pension	2020
	£	£	£	movement	£
Research Fund	484,224	64,268	(248,230)	-	300,262
Education Fund	58,913	3,273	(1,644)	-	60,542
Richard Tully Family Publication Fund	132,190	7,344	-	-	139,534
Domestic Building Services Panel Fund	233,232	31,385	(19,742)	-	244,875
Society of Light and Lighting	278,440	220,418	(159,466)	-	339,392
Ken Dale Fund	102,588	5,700	-	-	108,288
	-----	-----	-----	-----	-----
Designated Funds	1,289,587	332,388	(429,082)	-	1,192,893
General Fund	1,279,637	5,729,989	(5,725,846)	(5,426)	1,278,354
	-----	-----	-----	-----	-----
Unrestricted Funds	2,569,224	6,062,377	(6,154,928)	(5,426)	2,471,247
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

17 RESULTS OF THE INSTITUTION

	2021 £	2020 £
Total income	4,133,714	4,056,143
Total expenditure	(4,081,204)	(3,680,956)
	-----	-----
Net income before gains on investments	52,510	375,187
Net gains on investments	293,243	125,574
	-----	-----
Net income after gains on investments	345,753	500,761
Actuarial loss on defined benefit pension scheme	(130,000)	(131,000)
	-----	-----
Net movement in funds	215,753	369,761
	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

18 TRADING SUBSIDIARIES

The Group has three wholly owned subsidiaries, CIBSE Services Limited (company registered no. 03645473) and CIBSE Certification Limited (company registered no. 06083016), which are both incorporated in the UK and The Chartered Institution of Building Services Engineers Hong Kong Limited, which is incorporated in Hong Kong. CIBSE Services Limited and CIBSE Certification Limited carry out various activities in pursuance of the charitable aims of the Institution and operates various commercial activities. CIBSE Services Limited and CIBSE Certification Limited donate their taxable profit to the Institution. The principal activities of The Chartered Institution of Building Services Engineers Hong Kong Limited are the provision of conferences and exhibition services.

A summary of the trading results and net assets of the subsidiaries for the reporting year are shown below. Audited accounts for all of the subsidiaries are filed with their respective Registrars.

	CIBSE Services Limited £	CIBSE Certification Limited £	CIBSE HK Limited £
Turnover	2,152,845	745,063	78,019
Cost of sales	(1,278,830)	(597,032)	(82,241)
Administration expenses	(639,441)	(131,271)	-
Operating profit	234,574	16,760	(4,222)
Interest receivable	19	-	-
Net profit/(loss) before gift aid	234,593	16,760	(4,222)
The aggregate of the assets, liabilities and funds was:			
Fixed assets	130,779	41,452	433
Net current assets/(liabilities)	166,619	(20,621)	100,784
Net assets	297,398	20,831	101,217
Funds			
Called up share capital	2	2	-
Reserves	297,396	20,829	101,217
	297,398	20,831	101,217

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

19 ANALYSIS OF CONSOLIDATED NET ASSETS BETWEEN FUNDS

Current Year

	General Funds	Designated Funds	Restricted Funds	Total 2021
	£	£	£	£
Fund balances				
Fixed assets	665,075	-	-	665,075
Investments	2,382,242	-	-	2,382,242
Net current assets/(liabilities)	(971,551)	1,240,483	132,326	401,258
	-----	-----	-----	-----
Net assets excluding pension scheme asset	2,075,766	1,240,483	132,326	3,448,575
Creditors due after more than one year	(441,667)	-	-	(441,667)
Defined benefit pension scheme asset	9,000	-	-	9,000
	-----	-----	-----	-----
Net assets including pension scheme asset	1,643,099	1,240,483	132,326	3,015,908
	-----	-----	-----	-----

Prior Year

	General Funds	Designated Funds	Restricted Funds	Total 2020
	£	£	£	£
Fund balances				
Fixed assets	585,157	-	-	585,157
Investments	2,088,999	-	-	2,088,999
Net current (liabilities)/assets	(1,419,802)	1,192,893	102,258	(124,651)
	-----	-----	-----	-----
Net Assets excluding pension scheme liability	1,254,354	1,192,893	102,258	2,549,505
Defined benefit pension scheme liability	24,000	-	-	24,000
	-----	-----	-----	-----
Net assets including pension scheme liability	1,278,354	1,192,893	102,258	2,573,505
	-----	-----	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

20 CIBSE PENSION SCHEMES

CIBSE operates both a defined contribution and a defined benefit pension scheme which require contributions to be made separately to administered funds for the benefit of the employees. The defined contribution scheme was opened in November 2001 and employer contribution commenced in April 2007.

Final salary pension scheme

The defined benefit scheme has been reported under section 28 of FRS 102. The most recent actuarial valuation was at 1 April 2020 and it showed that the market value of the scheme's assets was £4,258,000.

Based on the current schedule of contributions the estimated contribution to be paid over to the scheme in 2021 is at least 57.2% p.a (2020: 45.2% p.a) of the pensionable salary roll, on a monthly basis.

The Trustees and the employer agreed to additional employer contributions of £150,000 p.a. until the Funding Valuation shortfall is addressed. The actuarial valuation calculated the Funding Valuation shortfall is expected to be addressed until 28 February 2026. The payments are payable by the last day of February each year and are due to remain the same over the period.

The number of employees in the scheme at the year end were:

	2021	2020
Active employees	1	1
Deferred pensioners	15	17
Pensioners*	25	25

*This has been changed to include both the insured and the uninsured pensioners.

The financial assumptions used by the actuary to calculate the scheme liabilities under FRS 102 were as follows:

	2021	2020
Rate of increase in salaries	4.8%	4.3%
Rate of increase in pensions in payments accrued before 6 April 1997	3.0%	3.0%
Rate of increase in pensions in payments accrued after 6 April 1997	3.0%	3.0%
Discount rate	1.9%	1.2%
Retail price inflation	3.6%	3.1%

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

20 CIBSE PENSION SCHEMES (*continued*)

	2021 £'000	2020 £'000
<i>Analysis of the amount charged to expenditure</i>		
Current service cost	(19)	(16)
Total service cost	(19)	(16)
<i>Net interest costs</i>		
Interest income on plan assets	58	91
Interest expense on defined benefit obligation	(53)	(81)
Net return	5	10
Total pension costs charged to the Statement of Financial Activities	(14)	(6)
<i>Analysis of the actuarial loss recognised in the Statement of Financial Activities</i>		
Actual return on plan assets, excluding interest income	616	6
Experience gains and losses arising on the scheme liabilities	(35)	27
Changes in assumptions underlying the present value of the scheme liabilities	358	(279)
Effect of asset ceiling	(1,069)	115
Total actuarial loss recognised in the Statement of Financial Activities	(130)	(131)
<i>Analysis of the pension accounting information under FRS 102 is shown below</i>		
<i>Amount recognised in the Balance Sheet</i>		
Present value of defined benefit obligation	(4,087)	(4,544)
Fair value of plan assets	5,423	4,826
Net defined benefit asset	1,336	282
Effect of asset ceiling	(1,327)	(258)
Recognised defined benefit asset	9	24
<i>Change in defined benefit obligation</i>		
Defined benefit obligation at beginning of period	(4,544)	(4,345)
Current service costs	(19)	(16)
Interest expenses	(53)	(81)
Remeasurement arising from changes in assumptions	358	(279)
Remeasurements arising from experience	(35)	27
Benefits paid	206	150
	(4,087)	(4,544)

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2021

20 CIBSE PENSION SCHEMES (*continued*)

	2021 £'000	2020 £'000
<i>Change in plan assets</i>		
Assets at beginning of year	4,826	4,754
Interest income	58	91
Actual return on plan assets, excluding interest income	616	6
Employer contributions	129	125
Benefits paid	(206)	(150)
	-----	-----
Assets at end of year	5,423	4,826
	-----	-----
Actual return on assets	674	97
Asset class split		
	2021	2020
Equities	62%	58%
Property	11%	11%
Corporate Bonds	6%	7%
Gilts	14%	16%
Cash	2%	1%
Annuities	5%	7%
	-----	-----
	100%	100%
	-----	-----

21 POST BALANCE SHEET EVENTS

During the year, a donation of £93,525 was received from the late Graham Manly, to be used for the promotion of Building Services Education in schools. The Trustees have agreed to transfer the full donation into a Designated Fund in his name after the reporting period.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

England & Wales - Charity number 278104

Accounts



THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

**ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

Charity No. 278104

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Our Vision

Better performing buildings for society and the environment.

Our Mission

To advance and promote the art, science and practice of building services engineering, to invest in education and research, and to support our community of built environment professionals in their pursuit of excellence.

Our Values

We Lead

We are a trusted authority on the present and future challenges facing the built environment; we use our collective expertise and influence to champion the best and most innovative solutions with rigour and integrity.

We Empower

We provide people with knowledge, training and networking and a pathway to professional registration, so that their work will have a meaningful impact.

We Champion

We are vocal and visible in our drive to improve the performance, safety, health and sustainability of the built environment and we support and celebrate the talented people who make it happen.

We Inspire

We are passionate about the quality of the built environment and we encourage committed people, from every background, to join our community.

Presidents message

When I took office last May we were just two months into the pandemic and it was clear, as I noted in my Presidential Address, that we had entered unprecedented times. COVID-19 has been devastating in its personal impact, causing losses among our communities, colleagues, friends and families. Those consequences for many businesses have been severe, adding concerns over livelihoods to the worries over the immediate health effects. But we have also seen how individuals, organisations, healthcare systems and governments have had to adapt and do things very differently to respond to uncertain and fast-evolving circumstances.

Our industry, and the wider science and engineering fraternity, have risen to the challenges, bringing their considerable expertise and energy to the emergency. The NHS Nightingale Hospitals provided a potent example of our industry at its best, with professional teams collaborating and leading to deliver complex healthcare settings rapidly within an array of existing buildings.

CIBSE has continued to operate and serve its members in the best way it can through the pandemic, helping to make its outputs as readily accessible as possible to members and the public and contributing to initiatives advising government on the safe operation of our buildings and homes during the crisis. We provided vital support to facilitate a safer built environment during the pandemic by publishing freely available guidance covering ventilation and safe re-occupation of buildings following lockdown, as well as the recommissioning of lifts and escalators. CIBSE was one of the very first engineering bodies to identify the potential risk of aerosol transmission of COVID-19 and explain the need to minimise that transmission route.

During this challenging year, it was especially important to recognise the talent of our industry and its diverse achievements, particularly in driving action to improve the performance, safety and comfort of buildings and respond to the climate emergency. CIBSE's Building Performance Awards, now in their thirteenth year, paid tribute to the exemplary work of individuals, teams and organisations, featuring a string of projects showcasing excellence in renovation and renewal. The winning projects included the large-scale Agar Grove housing estate regeneration in London, delivered to the Passivhaus standard; the refurbishment of the Bartlett School of Architecture in London; The Engine Shed, Scotland's Building Conservation Centre in Stirling; and the repurposing of the Mason Bros warehouse in Auckland, New Zealand.

CIBSE also understands the importance of supporting the next generation to develop and realise their potential in building services engineering. With that in mind, in 2020 CIBSE presented its first Apprentice of the Year Award, which was won by Megan Whitbread, an apprentice building services engineer at Troup Bywaters + Anders in London. The worthy finalists for this award and for the CIBSE ASHRAE Graduate of the Year Award all represent a very bright future for our industry.

Both of these awards are part of our Young Engineers Awards, which were presented in October in our first online awards ceremony. Like others, we had to move swiftly from face-to-face to online communication over the year to enable our events and training to continue. This move proved to be highly successful and has provided valuable industry insight and connections for our members during the pandemic's lengthy periods of uncertainty and isolation.

Presidents message (continued)

In September, the CIBSE ASHRAE Technical Symposium enjoyed its largest ever attendance, welcoming more than 350 delegates to its two-day programme. The CIBSE Build2Perform Live event in November, which took place in a virtual format over four days instead of its conventional two days, attracted more than 3,000 visitor registrations, an increase of 50% on usual numbers. In recognition of the challenges the building services community faced in keeping their CPD up to date while working remotely, CIBSE launched the #GrowYourKnowledge free webinar series, and this has quickly become a popular and much valued resource. Added to this, the Society of Light and Lighting ran its Lighting Research and Technology Symposium online, attracting a worldwide audience, which was double the usual size.

For all these events and more, we owe a special debt of thanks. Firstly, it is important to thank our volunteers and members, who have given their time and knowledge through often difficult circumstances to help maintain our online networks and deliver more publications than ever before. I would also like to thank CIBSE colleagues, who through their adaptability, resilience, effort and innovation have enabled so many important initiatives to be delivered through the year.

In championing technical, policy and regulatory improvement to drive better performance, safety, health and sustainability of the built environment, we also draw on the views of our members. We submitted formal responses to 16 consultations over the course of the year and continue to work with government and industry on actions in response to the Grenfell Tower fire. CIBSE contributed constructively to the pre-legislative scrutiny on the Draft Building Safety Bill in October and continues to work both directly with government and in collaboration with the Engineering Council and British Standards Institution to support reform.

Climate change remains one of our greatest medium and long-term challenge and we have continued our work to lead the response amongst built environment professionals. In July we updated the CIBSE Climate Change Action Plan and this is now serving as the basis for development of the Construction Industry Council's Plan.

All of us have worked through unforeseen and challenging circumstance in 2020 and these required CIBSE to take action to initiate cost savings. In making these essential savings we have constantly sought to prioritise delivering our public benefit and maximising the value of our services to all.

I am extremely proud of the year's achievements, set out in this report. The experiences of 2020 provide lessons that could change the way we work and do business and have the potential to help drive a more resilient and sustainable future. Given the wealth of talent, expertise and knowledge within building services engineering, we should all be alert to the opportunities that could lie ahead and look to the future with optimism.

Our Values

Our Vision, Mission and Values continued to underpin all areas of CIBSE's work in 2020:

We Lead

CIBSE is leading the conversation on equipping the built environment for a changing climate.

Building services are key to keeping building users as safe and comfortable as possible, promoting occupant health and wellbeing, minimising impact on the environment during construction and in use, and driving improved performance and productivity.

CIBSE leads the way in promoting improvement in the performance of buildings to the benefit of users, developers and owners, and as a natural consequence of what we do day-to-day.

Our involvement in government level discussions and consultations makes us a strong champion for better standards and enforcement, driving buildings that are safe and fit for purpose.

We Empower

CIBSE empowers our members and the wider building community through the sharing and dissemination of knowledge and training. We enable people to access the skills and knowledge they require to fulfil their potential and serve society.

Knowledge sharing is one of CIBSE's primary roles in the industry. Working with the industry and its clients, CIBSE serves wider society by developing and publishing internationally recognised guidance and codes.

This knowledge provides authoritative guidance for the design, installation and operation and maintenance of engineering services in buildings. It enables engineers to keep up to date with best practice in technology and standards, and supports the implementation of policies to improve safety, comfort and productivity of buildings and reduce their carbon emissions.

In an industry that is seeing increasingly complex and changing technology, CIBSE enables building services engineers to keep abreast of the changes and empowers them to deliver the best outcomes for clients and end users. By improving their skills and knowledge, building services engineers can help everyone live and work in safer, healthier and more comfortable spaces.

We Champion

CIBSE supports and champions the diversity, breadth and strength of its membership. CIBSE membership recognises and accredits expertise, so that those who are competent can be widely and reliably recognised.

CIBSE champions the skills and experience of our members, raising their profile and giving prominence to the best engineers who value good building performance.

Our Values (continued)

We Champion (continued)

CIBSE relies on our members to help generate knowledge in a variety of specialisms for industry and public benefit across many areas of the world. Diversity of CIBSE's membership is central to achieving these goals.

CIBSE delivers the greatest benefit to society when its knowledge is drawn from the full spectrum of people and disciplines who form its membership.

We Inspire

We inspire our community and wider society to strive for better and safer building performance.

Our monthly CIBSE Journal, the annual Building Performance Awards, the Technical Symposium and Build2Perform Live, all serve to raise wider public awareness of what we do and the importance of building services engineering to society. In addition our Groups and Societies run hundreds of smaller events during the year, and together these many and varied activities maximise the impact of the work CIBSE does, and demonstrate the breadth, scope and impact of building services engineering in its broadest sense, to a highly diverse and worldwide audience.

Raising awareness helps people appreciate the benefits of supporting building services engineers in their careers and work to improve building performance.

Demonstrating the importance of good building performance, and the link with good building services engineering, reinforces the message that the effective operation of the built environment is crucial to many areas of public life.

Our Building Performance Awards and Young Engineers Awards demonstrate what can be achieved by the expertise and talent across the industry, and inspire others to tap into their own creativity and encourage innovation.

Inspiring others to join our community and choose engineering as a career are essential if we are to meet our environmental targets and successfully respond to climate change. We encourage committed people from every background. Through the work of our Inclusivity Panel and our commitment to diversity, we aim to attract as broad a range of new engineers as possible.

We Lead

A primary purpose for CIBSE is to be a leading provider of authoritative guidance on the principles of building safety and performance, enabling engineers to keep up to date with the very latest guidance in meeting their clients' requirements.

Under our Royal Charter we support 'the Science, Art and Practice of building services engineering, by providing the public and our members with first class information and education services'.

The demands of the pandemic created a very fast-changing environment, requiring digital delivery and creation of knowledge and guidance, as well as a move online for all our training and knowledge-based events. CIBSE was quick to embrace the online capability made possible by our investment in Microsoft 365 and associated upgrades to our office IT systems to enable this move to online working. We continue to seek to improve our online activities and the user experience across all facets of CIBSE membership, professional networking, training and knowledge generation activity, as well as our publishing and knowledge delivery.

COVID-19

Our agility has been evident in CIBSE's ongoing response to the emerging COVID-19 crisis. We were first approached in April 2020 to consider the implications of the pandemic for building performance, in particular ventilation but also other aspects of the systems within buildings.

In May 2020 we published our initial guidance on ventilation in buildings and on the wider considerations required to reopen buildings after a period of closure. The ventilation guidance is now in its fourth version, which covers considerations relevant during the winter months. The general guidance is in its third edition, and there is also specific guidance on lifts. Our guidance has been cited by the Health and Safety Executive on their COVID-19 webpages and referenced by the BBC and other national media. Members and staff have been sought to contribute to the media and have spoken at events through the year.

Building safety

The Draft Building Safety Bill was published just before the summer parliamentary recess, setting the stage for the most fundamental reform of the Building Regulations relating to the construction and operation of buildings in England for at least two generations. There should be no doubt that this legislation will result in radical changes for all in the construction sector in England and, indeed, more widely across the UK, due to the internal market and the wish of the devolved administrations to seek to improve building safety in their own jurisdictions. CIBSE is actively communicating the scale of the changes that government is looking to drive through this legislation. We are working closely with the wider engineering profession in relation to engineering competence requirements.

Government accepted the 52 recommendations made by Dame Judith Hackitt's 2018 review of the Building Regulations and Fire Safety. These address the regulations, guidance and industry practices,

We Lead (continued)

Building Safety (continued)

particularly calling for a change of culture to end what Dame Judith called the “race to the bottom”, driving down standards, prices and any sense of personal responsibility. We continue to cover the industry change agenda through CIBSE Journal, our website and regular events.

The Draft Building Safety Bill amends significant elements of the Building Act 1984, as well as creating a new national Building Safety Regulator (BSR), which will be responsible for buildings over six storeys or 18m high containing residential units and provide stronger oversight of the safety and performance of all buildings. It also creates a new regime for the statutory management and regulation of the safety of all occupied high rise residential buildings, covering the design, construction and operation of all new and existing buildings in scope. We are actively engaged with government in the development of the new regime and the measures that underpin it.

Professional Competence

The Bill heralds significant and radical change for the building control profession, with statutory registration to protect the public interest and drive further improvements in building control competence. Indeed, all who work on high rise residential buildings will be required to demonstrate and maintain competence, with new statutory roles and responsibilities and statutory safety cases.

A statutory function of the new BSR is to “facilitate improvement in the competence of industry and of building inspectors” and there is a duty for the BSR to give appropriate “assistance and encouragement” to those in the industry or members of a profession to improve their competence.

The Bill establishes new statutory roles for individuals or organisations who design, construct and operate buildings. The BSR will set competence requirements for the designer and contractor, with duties on those appointing them to ensure that those appointed really are competent.

To support these new requirements the British Standards Institution is developing new standards and an ‘overarching framework’ for industry competence. CIBSE is closely involved in this work, both directly and in collaboration with the Engineering Council, having contributed extensively to the first draft for public comment in October 2020 and in continuing to provide active support.

Fire safety engineering

Fire safety remains a priority in the aftermath of the Grenfell Tower tragedy. With the introduction in November 2018 of the ban on combustible materials in the external walls of residential buildings over 18m in height, there has been considerable debate about details of the application of the ban and of the permitted exemptions. Whilst the overall intent is for designers and constructors to avoid the use of combustible materials wherever that is realistically feasible, there is a need for further guidance.

The Society of Façade Engineering, a division of CIBSE, has worked with the Centre for Window and Cladding Technology (CWCT) to develop further guidance on the current regulations, which is now available from the CWCT website. The guidance is based on the best knowledge available at the time

We Lead (continued)

Fire Safety Engineering (continued)

of publication and it is intended that it will be maintained and revised as further information becomes available.

Net zero carbon building

As the net zero carbon agenda develops we will see significant changes in the way we build homes, offices, healthcare and leisure buildings. CIBSE's knowledge is key to providing building designers, constructors and operators with the guidance they need to design, build, manage and operate low carbon buildings. Our expertise is vital to setting appropriate standards for future homes and other buildings to provide safe, healthy, low carbon places to live, work, study and spend leisure time.

CIBSE continues to work with government and industry to develop knowledge and guidance to enable us to meet the net zero challenge safely, and to support the changes to regulations that will be introduced to drive the development of net zero carbon building approaches.

Supporting climate change policy

CIBSE has an established record of engagement on climate change mitigation and adaptation and the link to building performance. Our work on the impact of climate change on buildings, in particular overheating, continues to inform our guidance and also supports the work of the Climate Change Committee, being cited in its recommendations for the sixth carbon budget, published at the end of 2020. CIBSE also supported the CCC in the development of the 6th Carbon Budget scenarios, in particular by bringing together expert advice on housing retrofit.

CIBSE collaborates with a number of organisations on climate change guidance and policy, including the Royal Academy of Engineering, London Energy Transformation Initiative (LETI), RIBA. As a full member of the Construction Industry Council (CIC) CIBSE participates actively in CIC policy related work, including the Climate Change Panel, where our Technical Manager Dr Julie Godefroy is an active participant on CIBSE's behalf.

In 2020 CIBSE updated its own climate change action plan, first published in 2019, which informed the CIC's framework action plan for other organisations and set out CIBSE's own actions to adapt CIBSE activities to climate change.

In August 2020, CIBSE was appointed by the Department for Business, Energy & Industrial Strategy (BEIS) as part of a consortium on a project to develop a detailed vision for how SAP/RdSAP 11 should model home energy use to best support Government policies that rely on its outputs. The project will provide recommendations to Government to support development of the next version of this important tool.

This again shows the direct relevance of CIBSE's work to improving the performance of new and existing homes and non-domestic buildings in the UK and demonstrates the value and influence of CIBSE guidance in the development of wider policy and regulation in relation to climate change.

We Lead (continued)

Digital standards and tools

CIBSE contributes to various industry initiatives and committees on digital standards. In 2020 we became affiliates of the UK BIM Alliance, which brings together all interested parties in the development of digital information management, including building information modelling (BIM), in the construction engineering sector.

CIBSE was the contractor for the development of the British Standards Institution (BSI) publication PAS 14191:2020, published in mid-2020. This details requirements for interconnected data dictionaries for use in the UK and is intended to be used with BS EN ISO 23386:2020, Methodology to describe, author and maintain properties in interconnected data dictionaries, to create a consistent language for data templates. These should be created and managed in accordance with BS EN ISO 23387:2020, BIM — Data templates for construction objects used in the life cycle of built assets — Concepts and principles.

CIBSE continues to contribute significantly to the series of international standards, BS EN ISO 19650, Organization of information about construction works. Two further parts were published in 2020: Part 3, Information management using BIM – Operational phase of the assets, which sets out how BIM applies to asset information during the operational phase of an asset life cycle, and Part 5, Security-minded approach to information management.

Technical Symposium

The annual CIBSE Technical Symposium is an established and invaluable opportunity for professionals of all ages to hear about the latest building services innovations and research. With the participation of both younger and more experienced industry practitioners, researchers and building users, it provides a unique forum in which to share experiences and develop networks.

The tenth CIBSE ASHRAE Technical Symposium was held online in September, a move from the original date in April, due to the restrictions caused by the pandemic.

The first ever virtual symposium, co-sponsored by ASHRAE, hosted 75+ speakers and welcomed over 350 delegates – the largest ever attendance. The theme - Engineering buildings, systems and environments for effective operation - focussed on mitigating and adapting for a changing climate, informing the procedures and processes for maintenance and refurbishment to ensure life-long effective operation, low environmental impact and occupant safety and wellbeing. The Symposium papers are available at cibse.org/symposium.

Consultations

CIBSE is committed to leading the industry on technical, policy and regulation changes. Responding to relevant consultations is a crucial activity and our Technology Committee oversees responses to government and devolved administration consultations and calls for evidence from Select Committees, ensuring the interests of our members are represented. We invite members to

We Lead (continued)

Consultations (continued)

contribute their views to the development of CIBSE responses via the consultations page on our website.

A major focus of our efforts has been the ongoing response to the Building Safety Programme, set up in the aftermath of the Grenfell Tower fire. CIBSE is committed to supporting the reform programme and continues to work closely with government and the wider industry through the CIC Building Safety Committee, where we are represented by CIBSE Vice President, Ashley Bateson, and with other trade and industry bodies in the services engineering sector.

CIBSE staff and members continue to contribute to the review of Parts F and L of the Building Regulations on overheating and are also engaging with the Welsh Government on its own review of the regulations in Wales. We have significant dialogue with the Department for Business, Energy and Industrial Strategy (BEIS) and the Committee on Climate Change on emerging zero carbon policy for energy in buildings.

In 2020 formal responses were submitted to the following consultations:

- [Planning for the future](#)
- [Overarching framework for competence of individuals working in the built environment](#)
- [Greening the post-Covid recovery](#)
- [Post-pandemic economic growth](#)
- [Changes to the Energy Performance of Buildings Regulations](#)
- [Energy Efficiency of Existing Homes](#)
- [Future support for low carbon heat](#)
- [Changes to the non-domestic Renewable Heat Incentive scheme](#)
- [Heat networks: Building a market framework](#)
- [Review of the ban on the use of combustible materials in and on the external walls of buildings](#)
- [Fire safety: Risk prioritisation in existing buildings](#)
- [The Future Homes Standard: Changes to Part L and Part F of the Building Regulations for new dwellings](#)
- [Changes to the Standard Assessment Procedure \(SAP\)](#)
- [The Sixth Carbon Budget and Welsh emissions targets](#)
- [Amendments to the Heat Network \(Metering and Billing\) Regulations](#)
- [Proposals for the minimum energy efficiency standard for non-domestic Private Rented Sector](#)

CIBSE also responded to the Housing, Communities and Local Government Select Committee scrutiny of the Draft Building Safety Bill.

All responses submitted by the Institution are published in the [closed consultations section of the CIBSE website](#).

We Lead (continued)

Leading in collaboration - National Engineering Policy Centre (NEPC)

CIBSE is part of the National Engineering Policy Centre (NEPC), an ambitious new partnership of the 36 UK engineering organisations, led by the Royal Academy of Engineering. The NEPC manifesto –

Engineering priorities for our future economy and society - calls on government to invest in skills, innovation, digital and traditional infrastructure and clean energy technologies. It gives key policy recommendations to enhance the UK's world-leading innovation and engineering capacity.

We Empower

The CIBSE Knowledge team produces guidance to help empower the engineering community to build better-performing buildings.

Despite the difficulties of 2020, CIBSE produced 21 titles over the year, more than ever before.

This exceptional level of output was achieved through the dedication and engagement of our members. Some members tried authoring for the first time, some agreed to join one of our Knowledge Committees or Panels, to help support and direct the Knowledge programme, and some acted as all-important peer reviewers, helping to ensure that our guidance maintains its high standards.

Over the last 12 months, CIBSE Knowledge delivered the following:

- Four guidance documents on COVID-19, allowing for a safe built environment during the pandemic:
 - COVID-19 Guidance: *Ventilation*
 - COVID-19 Guidance: *Emerging from lockdown*
 - COVID-19 Guidance: *Recommissioning of lifts and escalators*
 - COVID-19 Guidance: *Lift use and occupancy*
- A much-anticipated major revision of Guide L: *Sustainability*
- A new edition of CIBSE Guide D: *Transportation systems in buildings*
- *Lighting and facilities management* (LG20), produced in a partnership between the Society of Light and Lighting and the CIBSE Facilities Management Group
- *Health and wellbeing in building services* (TM40) a major rewrite of this guidance
- A suite of guidance on operational performance of buildings:
 - *Operational performance of buildings* (TM61)
 - *Surveying occupant satisfaction* (TM62)
 - *Building performance modelling and calibration for evaluation of energy in-use* (TM63)
 - *Indoor air quality – Emissions sources and mitigation measures* (TM64)

We Empower (continued)

- A series of Research Insights, highlighting CIBSE's support of academic research and our commitment to staying on the cutting edge:
 - *Circadian lighting* (RI01)
 - *Circular economy principles for building services* (RI02)
 - *Nearly-zero energy buildings* (RI03)
 - *ClimaCare: Climate resilience in care settings* (RI04)
- Three Design Guides written by the members of the CIBSE United Arab Emirates Region.
 - *Minimum design standards for mechanical services*
 - *Minimum design standards for electrical services*
 - *Minimum design standards for public health services*
- *Visual guide to emergency lighting and signage*, a free-to-all Lighting Factfile
- *Rainfall intensities and drainage design for flat roofs*, a free-to-all Technical Bulletin produced by the Society of Public Health Engineers.

cibse.org/knowledge

Technical journals

CIBSE publishes two peer-reviewed technical journals: Building Services Engineering Research and Technology (BSER&T); and Lighting, Research & Technology (LR&T) in partnership with publisher SAGE. They continue to go from strength to strength, with BSER&T published six times a year and LR&T eight times a year to meet demand. These significantly increase the role of the Institution in disseminating research to a wide international audience.

BSER&T featured two special issues in 2020. In March we published a special issue on wellbeing, reviewing some of the current research looking at the connections between various aspects of building performance and occupant wellbeing. This was issued alongside the publication of our new edition of CIBSE TM40 on health and wellbeing, just before the impact of the pandemic forced us to think hard about the role of ventilation in controlling the transmission of COVID-19.

The May issue featured a selection of papers developed and subsequently peer-reviewed from those delivered at the ninth annual CIBSE Technical Symposium. The event, Transforming built environments – Driving change with engineering, was held in Sheffield in April 2019 and included a rich variety of research and application delivered by a diverse and enthusiastic group of presenters. They not only inform but also inspire researchers and practitioners to transform our built environment through the application of engineering.

We Empower (continued)

Technical journals (continued)

The year marked a transition on the editorial board of LR&T, with Geoff Cook handing over the chair to Theresa Goodman. It also featured a highly successful online Symposium, highlighting the range of research that is covered in the journal. Run over five lunchtimes, it reached a global audience with a larger number and geographic spread of participants than would be possible in a physical event.

Both journals are available online to CIBSE members as one of the benefits of membership, with a worldwide subscriber base supported by our publishing partner Sage.

cibse.org/technicaljournals

Training

At CIBSE the welfare of our training delegates is of the utmost importance to us. We have closely monitored the evolving situation through the pandemic to ensure we take every precaution to look after our delegates, trainers and staff.

Based on UK guidance, and general uncertainty and company restrictions around traveling, we made the decision to migrate all our training offering online until June 2021.

In 2020 CIBSE's training team worked with:

- more than 1400 trainees
- 50 corporate clients
- over 3,000 active online learning users.

In 2020 CIBSE's training team moved over 40 courses online, maintaining the same quality content as the face-to-face courses, but in different formats to provide the trainee with the flexibility to learn in a way that suits them. As well as moving quickly to update procedures and training formats, the team also released the following new courses and modules:

- Fundamentals of drainage
- Understanding and managing moisture risks in buildings
- Overview of building services
- Introduction to management, communication and leadership
- Commissioning and testing of mechanical services.

cibse.org/training

[#GrowYourKnowledge webinars](#)

The #GrowYourKnowledge webinar series was launched during the first national UK lockdown in April 2020, to help the CIBSE community maintain their CPD remotely. Webinars were presented weekly covering an array of topics, echoing the seven CIBSE Knowledge priorities.

We Empower (continued)

[#GrowYourKnowledge webinars](#) (continued)

38 webinars were hosted as part of the series, amounting to over 20,000 views. The most popular events included:

- Heat pumps: specification, integration and whole life impact
- Near zero energy buildings
- Heating and cooling in a low carbon future

cibse.org/growyourknowledge

We Champion

CIBSE is the leading professional body for the building services profession, with more than 20,000 members in more than 100 countries serving the global construction engineering sector.

CIBSE members are part of a network that offers professional support and expertise across the globe. They work in partnership with other professional bodies, construction and engineering firms worldwide to deliver engineering excellence in the built environment.

Supporting engineers into CIBSE membership and professional registration remains at the centre of what the membership department does. We continue to develop initiatives to increase professional competence in the profession, which is also a key recommendation of the Hackitt Review.

CIBSE provides members with:

- Unlimited access to the Knowledge Portal, with digital access to all CIBSE guidance
- Subscription to the CIBSE Journal, CIBSE email newsletter, BSER&T and LR&T Journals
- Preferential rates on printed copies of guidance from CIBSE and other publishers
- Extensive opportunities for professional development and networking.

Our 2020 highlights include:

- All membership application processes are now online, allowing a smoother journey for our current and prospective members and better resource allocation in the executive team.
- Recruitment held up well in 2020, despite its obvious challenges, with more applicants to corporate grades in August 2020 than in 2019.
- We moved all our interviews, applicant surgeries, workshops, presentations and training online in response to COVID-19 successfully. These developments have allowed better access and had advantages in cross-training and efficiencies for our volunteers, as well as the candidates.
- We trained 30 new interviewers and gave refresher training to 95 interviewers across the UK, Hong Kong and the UAE.

We Champion (continued)

- Our work across accreditation, training and development (T&D) and CPD continued to promote CIBSE standards and the profession.

The Board of CIBSE have agreed that CIBSE should make an application to Ofqual, the new regulator for End Point Assessment of apprentices. Successful application will strengthen the Institution's position in the landscape of apprenticeships.

Regions

The Institution is organised on a regional basis. There are 16 regions in the UK and four overseas - in Ireland, Australia and New Zealand, Hong Kong and the United Arab Emirates (UAE).

Each region is driven by a committee of dedicated volunteers who engage with members and improve understanding of building services engineering among other professions and society in general. This is achieved primarily through events covering a wide range of built environment topics, often organised in collaboration with other CIBSE Groups and Societies, as well as other institutions and organisations.

The 20 regions are:

- Australia & New Zealand
- East Anglia
- East Midlands
- Home Counties North East
- Home Counties North West
- Home Counties South East
- Home Counties South West
- Hong Kong
- Merseyside & North Wales
- North East
- North West
- Northern Ireland
- Republic of Ireland
- Scotland
- South Wales
- South West
- Southern
- United Arab Emirates
- West Midlands
- Yorkshire.

We Champion (continued)

Young Engineers Network (YEN)

The CIBSE Young Engineers Network is a global network of regional centres offering a forum for engineers at the beginning of their careers to learn new skills, expand their knowledge and give or receive peer support. YEN is open to both CIBSE members and non-members.

YEN exists to:

- Promote a positive and welcoming image for building services, especially for those who did not study the discipline at university
- Enable young engineers to engage more closely with the Institution at an early stage in their careers
- Encourage more women to join and remain involved in the building services profession
- Establish a formal link with CIBSE Council and Board
- Help younger engineers to promote building services engineering to school and university students
- Guide young engineers towards a long-term career in building services.

In 2020 YEN were concerned about keeping the wellbeing and motivation of their network high and so as well as taking part in the CIBSE Technical Symposium and running technical webinars, they have also taken an active role in maintaining social connections by running virtual meet-ups, yoga and quizzes.

Societies and Divisions

Key sectors are represented within CIBSE by professional bodies that offer professional recognition to their members and support the science, art and practice within their field. These are all Divisions of the Institution but are often referred to as Societies. Following the formation of the Society of Digital Engineering and the recognition of CIBSE Patrons as a Division, the General Rules for the Divisions have been updated and the supplementary rules for all the various Divisions reviewed to reflect the revised Divisional Rules.

Society of Digital Engineering (SDE)

The Society of Digital Engineering provides a forum for those involved in digitising the built environment, whether as designers, contractors, manufacturers, clients, facilities managers or software vendors. Membership is open to all involved in digital engineering, building information modelling (BIM), software for design and analysis of buildings, computer aided facilities management and other related activity. It provides professional recognition to digital engineers and a route to CIBSE membership and registration with the Engineering Council.

The Society has not yet held its third annual Digital Engineering Awards, but we are planning to do this in 2021.

We Champion (continued)

Society of Digital Engineering (SDE) (continued)

In 2020 the SDE ran another One Working Day Challenge to see what could be done to automate common project workflows and, in view of lockdown restrictions, how remote working is being achieved. Feedback on the challenge from those involved was overwhelmingly positive, with many reporting that the exercise will help with their internal processes. Feedback from the One Working Day event was presented at Build2Perform.

The SDE continues to work closely with the CIBSE Digital Steering Group, which works to create the products and services used by members. In 2020 the Digital Steering Group:

- Started the process of Chartership for some of our SDE Executive members
- Created the next three batches of standard symbols, hosted on the CIBSE website and freely accessible to all, including systems colouration and abbreviation, which has been very well received
- Converted the Fundamentals of BIM course into a series of online modules
- Created our Software Verification Assessment to check that calculations in software follow CIBSE method and successfully assessed Trimble's Stabicad
- Continued to create Product Data Templates (PDT) for our BIMHawk platform
- Signed up, with CIBSE, to Affiliate Member status with the UK BIM Alliance.

The Society of Façade Engineering (SFE)

The Society of Façade Engineering brings together the disciplines involved in the process of design, supply, installation, testing and operation of building façades in a forum where they can work together to advance knowledge and practice in façade engineering. The Society includes architects, façade engineers, building services engineers, structural engineers, academics and contractors.

The Society promotes good practice to enable today's increasingly complex building façades to meet performance criteria, including safety, weather-tightness, thermal performance, ventilation, lighting, solar control, and acoustics.

In 2020 the Society continued to contribute to work in response to the Grenfell Tower fire and jointly produced new guidance on facades and the latest changes to the Building Regulations in England together with the Centre for Window and Cladding Technology. Other activities included online events on topics such as: Façade design and delivery at The Broadway Westminster and the Bloomberg Headquarters. Unfortunately, due to the COVID-19 restrictions, the annual SFE Awards were unable to take place at the Glass Supper, but they were replaced with a two-day online event showcasing the best runners up of the awards over the past few years, giving a chance for some impressive projects to be seen in more depth.

We Champion (continued)

Society of Public Health Engineers (SoPHE)

The Society aims to provide a higher profile and focus for public health engineers.

The Society transferred their usual extensive programme of technical events online in 2020. Events are open to all and cover various aspects of water, drainage, energy, sustainability and legislation, as well as projects incorporating cutting edge engineering solutions, which go beyond current design practices and challenge industry norms.

The Society has also worked closely with the SoPHE Industrial Working Group to produce the new and improved bi-annual SoPHE Journal.

The Society of Light and Lighting (SLL)

The Society welcomes all who are interested in the art, science and engineering of light, lighting and its applications. Lighting designers, consulting engineers, researchers, students, academics, manufacturers, and sales staff all contribute to its membership. It offers authoritative guidance, professional recognition, and a range of technical events. SLL is recognised worldwide as an authority on lighting and its applications.

The Society published the new Factfile 16: Visual guide to emergency lighting and signage, along with an updated version of the SLL Circadian Lighting Position Statement.

After awarding the SLL Jean Heap Research Bursary to Karen van Creveld in 2019, the Society was pleased to publish Karen's final report, Measuring real daylight exposure afforded by various architectural environments and the implications for our health and wellbeing. The 2020 bursary was awarded to Dr Manuel Spitschan for his research proposal, lightbox: Development, validation and refinement of a free, open-access tool for calculations related to light and lighting.

The SLL LightBytes series was presented at one venue in 2020 prior to completing the series online, in partnership with sponsors Thorlux, Zumtobel and Xicato. Developed in association with the CIBSE Daylight Group and the sponsors, the series focused on light and wellness, with presentations split into four sessions looking at people, space, time and place. Dr Eleonora Brembilla, Research Associate in advanced building daylight modelling at Loughborough University, was the guest presenter.

The Society developed and hosted many webinars online, including the first online Trotter Paterson Lecture, which was given by Paule Constable. CPD webinars enabled the Society to continue to share knowledge and education in light and lighting to a worldwide audience, with topics including the circular economy, lighting for healthcare environments, lighting controls, BIM for lighting, and lighting and the WELL Building Standard. Recordings of all the webinars are available to view via the website.

We Champion (continued)

The Society of Light and Lighting (SLL) (continued)

The Society took part in online exhibitions at [d]arc room and the Illuminating Engineering Society (IES) events in September and LuxLive in November, where the final of the SLL Young Lighter 2020 was held before the winner was announced at the Lux Awards. The Society has also taken part in a number of collaborative events in support of the Women in Lighting initiative.

Also in November, the Society held the Lighting Research & Technology online Symposium: Applying light for human health. The event took place over five days and hosted internationally recognised speakers.

The Institute of Local Exhaust Ventilation Engineers (ILEVE)

The Institute was established to promote air quality in the workplace and reduce ill health and death due to occupational lung disease, caused by airborne contamination and hazardous substances in the working environment. There are around 8,000 new cases of occupational lung disease annually, making it a significant problem for all those affected, their families and dependants and a serious burden on the healthcare system.

ILEVE works with the Health and Safety Executive (HSE) and other professional and trade bodies to raise awareness of the need for local exhaust ventilation (LEV) to safeguard workplace health and promote competence.

The Institute's Competence Cards are issued to members as proof of their peer assessed and evidenced competence and provide a benchmark for LEV competence standards. ILEVE offers a path to full professional registration for engineers in LEV and a means to maintain and enhance professional standing.

In 2020 ILEVE, with Building Engineering Services Association (BESA), and CIBSE, published TR40: A guide to good practice for local exhaust ventilation, and held their first series of webinars covering a range of LEV topics, such as how to use their competency matrix, a summary of the TR40 guidance and how to commission for LEV systems.

Patrons

CIBSE Patrons is a network of businesses that collaborate to give financial, technical and moral backing to a wide range of initiatives led by CIBSE.

Membership includes a spread of consulting engineering practices, manufacturers, contractors, trade bodies, recruiters and marketing companies. The unique nature of the network means they reflect all parts of the building services industry supply chain and this gives CIBSE access to a wide range of expertise beyond its core membership. This knowledge and experience of training and in technical, commercial and site-based knowledge is of great practical benefit to the Institution.

We Champion (continued)

Patrons (continued)

They support a wide range of initiatives designed to attract, encourage and improve the recruitment, development, training and retention of engineers on behalf of the industry at large. This support ranges from the production of careers booklets, to the sponsorship of bursaries, to their growing role as lead supporter of the CIBSE Young Engineers Awards. Patrons are also developing into a business forum where members can discuss and learn about matters as diverse as social media, contracting law and how to gain access to export markets.

Unfortunately, due to COVID-19 restrictions the Patrons were unable to hold many of their planned events in 2020.

Special Interest Groups

The 18 Special Interest Groups cover topics ranging from daylighting and lifts to controls and electrical services. Total membership of Groups is currently 45,300 people and participation in activities is open to anyone - CIBSE members and non-members alike. The Groups are:

1. ASHRAE
2. Building Simulation
3. Chimneys and Flues
4. CHP and District Heating
5. Daylight
6. Electrical Services
7. Energy Performance (including the Young Energy Performance Group)
8. Facilities Management
9. Healthcare
10. Heritage
11. Homes for the Future
12. HVAC Systems
13. Information Technology (IT) & Controls
14. Intelligent Buildings
15. Lifts
16. Natural Ventilation
17. Resilient Cities
18. School Design.

The Groups run a wide variety of technical activities and provide knowledge and information through a range of channels. Whilst 2020 has been a challenging year, the amount of activity and output has been very high, with a mixture of webinars, podcasts and blogs.

We Champion (continued)

Special Interest Groups (continued)

In response to the pandemic the Natural Ventilation, HVAC and Facilities Management Group chairs, members of the Lifts Group and other experts came together very rapidly to develop a statement on the risks of aerosol transmission of COVID-19 and then to prepare guidance on ventilation, emerging from lockdown, lift use and occupancy and recommissioning of lifts and escalators. This guidance was produced very quickly to support other government initiatives and committees and has been updated several times since it was published in early May 2020.

Inclusivity

CIBSE believes that an inclusive culture brings resilience, creativity and innovation – qualities that deliver both better buildings and a stronger building services engineering community. CIBSE is working hard to ensure our organisation and profession are welcoming to all, for the benefit of all. Actively working to address and improve inclusivity is more than a business imperative, it's simply the right thing to do.

The CIBSE Inclusivity Panel continues to focus on its three key aims, which are to:

1. Improve awareness and understanding of inclusivity and diversity across CIBSE, and embed these concepts within the Institution's strategic aims
2. Improve the breadth and quality of data captured about staff and members' 'protected characteristics'
3. Increase the proportion of female members and registrants.

For the first aim, the Panel drafted an Inclusivity Policy and has been working with the Groups and Societies in CIBSE to help improve inclusivity and diversity in the Institution.

As well as working hard behind the scenes, the Panel has also been engaging extensively externally. Kieran Thompson, a member of the Inclusivity Panel, spoke at a joint Institution event with other professional bodies about dyslexia in engineering. The Panel also helped provide a role model series of profiles to help celebrate Black History Month. Other role model profiles from a range of CIBSE members from various backgrounds and at differing points in their career are planned for 2021.

In the summer the Panel recruited Annette Ash as the new Chair of Women in Building Services Engineering (WiBSE) to help refresh the network. Annette is contacting those previously involved in WiBSE and scoping out how it can best serve its members going forward.

The panel is currently working closely with the senior staff team to help capture membership data in a compliant, transparent and secure manner. In 2021 we are undertaking a survey to help better understand the make-up of our Panel members and the wider CIBSE membership.

cibse.org/inclusivity

We Inspire

CIBSE worked to raise the public profile of the importance of our members' contribution and the Institution throughout 2020, maximising reach through diverse communication routes, including events, digital media, press coverage, and wide-ranging and impactful social media channels. The year also brought the opportunity to make all our communications easily accessible digitally. This effort supports the increased use of the Institution's knowledge and expertise to deliver better buildings and shape the debate around key issues in the building services sector.

CIBSE Build2Perform Live 23-26 November 2020

CIBSE Build2Perform Live is a free-to-attend event that facilitates the sharing of CIBSE and industry knowledge to benefit the wider built environment.

The 2020 event had to move to a virtual format and took place over four days, instead of its usual two. In this more accessible format over 3,000 people registered to attend, a 50% increase from previous years. The technical programme took place on 24-25 November and was structured around CIBSE's seven knowledge themes:

1. Circular economy
2. Climate adaptation
3. Digital engineering
4. Health, wellbeing and safety
5. Net zero carbon
6. Retrofit and refurbishment
7. Smart buildings.

The technical programme was sandwiched between two days of exhibitor and supporter content to update attendees on the latest technical product information.

cibse.org/b2plive

CIBSE Journal

The CIBSE Journal team was delighted to be voted top member benefit again in the biannual member survey in 2020.

In such an exceptional year it was more important than ever that the Journal continued to bring up-to-date news and guidance to members during the pandemic. The Journal has featured extensive coverage of the CIBSE COVID-19 ventilation and emerging from lockdown guidance, articles on the new Nightingale Hospital in London, and guidance on mothballing buildings.

The Journal also released its first podcast, which looked at minimising the risk of COVID-19 spreading in buildings and featured CIBSE Technical Director Hywel Davies, and Bill Bahnfleth, Chair of the ASHRAE Epidemic Task Force.

We Inspire (continued)

CIBSE Journal (continued)

A second podcast, the first sponsored one, looking at the concept of ambient loop systems and how they can help decarbonise heating in dwellings, was released at the end of the year.

More broadly, the Journal continued to support CIBSE's priorities, guidance and events with extensive coverage of the Building Performance Awards winners across the year, content from the Technical Symposium, Young Engineers Awards and Build2Perform Live.

As with all areas, this year brought some challenges for the magazine, with advertising income overall dropping significantly, and recruitment advertising income falling to its lowest ever levels.

The drop in advertising income, together with rising international mailing costs, resulted in the CIBSE Board suspending the mailing of the Journal to overseas members. The resulting saving allowed for the continued production of the magazine.

All members continued to receive the CIBSE Journal e-newsletter, with a direct link to download the digital version from the website.

Due to the budget constraints brought about by the advertising loss, supplements across the year were all produced as bound-in special sections. These covered: commercial heating, health and wellbeing, hotel and leisure, CPD and lighting.

The Journal hosted five sponsored webinars covering a broad range of subjects, including: pumping solutions, R32 VRF and F-Gas phase down, high rise drainage, and uninterruptible power supply. All are available on demand through the CIBSE Journal website.

The CIBSE Journal website continued to attract high numbers of visitors, with average monthly users rising to 26,000, compared to 19,000 in 2019. The website is supported by regular social media activity highlighting the main features and news stories.

cibsejournal.com

jobs.cibsejournal.com

Media relations

In 2020 CIBSE's media relations played a vital role in the communication of the emerging from lockdown guidance. This unique set of guidance, created by collaborative groups of members and other industry experts, covered ventilation, safely re-occupying buildings, recommissioning of lifts and escalators post lockdown, and lift use and occupancy. CIBSE represented our members' expertise across print, online and broadcast media, achieving a combined audience of 320 million people. Coverage was achieved in 40 outlets, including:

We Inspire (continued)

Media Relations (continued)

- National and international media: Sunday Times, New Scientist, Financial Times, Daily Telegraph, BBC News at Six and Ten, Wall Street Journal, Daily Mail, MSN.com
- Specialist media: FMJ, RIBA Journal, RAC, Heating and Ventilating Review.

The guidance was downloaded 62,000 times during 2020.

The team also worked to raise the visibility of other CIBSE work, including discussing overheating in homes on BBC 1's Panorama programme, and featuring 2020 Building Performance Award winning entries in nine industry media reports.

CIBSE website

The website continues to be the focus for our interaction with members and the wider industry. Based on feedback from members, we have continued to update the website content and functionality. In 2020 CIBSE completed a website discovery project, informed by the website survey, member survey and member focus group. The website attracted 3.5 million page views, 1.1 million user sessions and 634,000 unique users, with 80% of user sessions on desktop and 18% on mobile (up from 15% in 2019).

[cibse.org](https://www.cibse.org)

Social media

We continued to grow our social media following throughout 2020 and use our platforms to engage with the wider building services community.

The marketing team focused on creating quality content to post on social media, including increased use of videos, blogs, polls, and articles. We also focused on commenting and responding to mentions of CIBSE across social media, to encourage conversation and interaction with our followers.

Engagement with CIBSE posts grew on LinkedIn during the pandemic, with more followers commenting, liking and clicking on links in our posts once lockdown began in April. We also ran interactive quizzes on Instagram during the spring, which proved popular with our followers and which we hope to resume in 2021.

Our reach has grown exponentially on LinkedIn throughout 2020. From the beginning to the end of the year, the organic average monthly reach of our posts grew from 11,146 to 145,688 (a 1206% increase).

We Inspire (continued)

Social Media (continued)

CIBSE now has 77,612 followers across social media, with growth on individual platforms outlined below:

	Followers				
Channel	2020	2019	2018	2017	2016
Facebook	1,245 (↑34%)	930	600	224	-
Twitter	25,228 (↑4%)	24,300	22,900	21,210	19,000
LinkedIn group and company page	50,023 (↑27%)	39,935	33,445	25,613	22,210
Instagram	1,116 (↑139%)	466	-	-	-

CIBSE network accounts

There are 73 CIBSE related accounts across social media, which are run by CIBSE Regions, Young Engineers Network, Groups and Societies. To help improve the impact of these accounts and strengthen the CIBSE brand online, we have recently launched a new guidance document and a support forum for our members who are running social media pages.

CIBSE Blog

In 2020, we published 25 new blogs, which covered a range of topics and were mostly written by CIBSE members.

We continued to publish interviews with our members and volunteers for the [#WeAreCIBSE campaign](#) to inspire others to get more involved in CIBSE's work. We also introduced two new series this year, including [A career in building services](#) series for students, produced by the CIBSE Young Energy Performance Group, and a [Role model](#) series, designed to highlight a diverse set of role models from the building services sector.

Our blog attracted over 73,600 views in 2020, with the most popular blogs being:

1. A career as a building services engineer – 1230 views
2. "I am experienced in conducting over 250 interviews for CIBSE members" – 949 views
3. Get to know your trainers: Kevin Noyce, Building Services Explained Trainers – 880 views

cibseblog.co.uk

Building Services Awards

Our awards highlight the vast talent and expertise present across the building services industry, showcasing the outstanding achievements of individuals, teams and companies. All those who entered, shortlisted or won awards in 2020 should be incredibly proud of their achievements.

Building Performance Awards 2020

The awards showcase the highest achievements in building performance across the construction and property industry, providing recognition of outstanding building services engineering practice.

Now in their thirteenth year, the 15 awards recognise the individuals, teams and companies who demonstrate an exceptional commitment to ensuring buildings deliver safety, comfort, efficiency and sustainability, and that they are fit for purpose for their lifespan.

The 2020 awards demonstrated an emerging focus on renovation and renewal, with dramatic building performance achievements in existing and re-modelled buildings being celebrated.

Entries to project categories were required to provide at least one year's operational performance data to demonstrate their achievements in delivering measurable excellence in building performance.

The 2020 winners were announced at the awards dinner at the Grosvenor House Hotel in London, in front of more than 700 guests.

The Engine Shed, at the heart of Scotland's new Building Conservation Centre, was named Building Performance Champion for 2020. Transforming redundant Ministry of Defence buildings in Stirling, the project, entered by Max Fordham, also won the Public Use project category.

The new Retrofit category was won by the Bartlett School of Architecture building, 22 Gordon Street, in London, which was entered by BuroHappold. This project demonstrated the potential for huge improvement in existing buildings.

Hywel Davies, CIBSE Technical Director said: 'Our engineers have always been able to demonstrate how to design new buildings that deliver first-class performance; it is vital to see how existing buildings, which are far more numerous, can be refurbished to perform to the highest standards.'

cibse.org/bpa

Ken Dale Travel Bursary Winners: Joey Aoun and John Smyth

For the first time, two people were awarded the Ken Dale Travel Bursary in 2020. Joey Aoun won with his research titled, The social housing retrofit challenge: lessons learned from pioneering projects. He will travel to Germany, Japan, New Zealand and the UK to complete his research. John Smyth won with his research titled, How building services can help in the fight against viruses and contaminants, and plans to travel to Singapore, Australia, Korea, China and Israel.

Building Services Awards (continued)

The award judges made the decision to award the bursary to two people this year, and will not hold an award in 2021, allowing time for the winners to complete their research and travels in 2021, once the COVID-19 restrictions are lifted.

The annual travel bursary offers between £1,500 and £4,000 to young building services engineers in the early stages of their career, providing them with the opportunity to research an aspect of their field of work in another country.

President's Prize – The Undergraduate Award (sponsored by Hays Building Services)

Winner: Rosie Fishburn, University of Nottingham

Rosie Fishburn, studying for an MEng in Architecture and Environmental Design, won the CIBSE Undergraduate Award 2020. She won for her final year project, 'The effect of coloured daylight on occupants' emotions'. Judges were impressed by the highly original and interesting subject matter and layout of the report.

The award, sponsored by Hays Building Services, is designed to encourage students to develop their potential and aim for excellence. It is awarded to those in their final year of a building services course accredited by CIBSE, and recognises their academic achievements.

Society of Light and Lighting (SLL) Young Lighter of the Year Award

Winner: Aluwaine Manyonga

The award is open to anyone with an interest in light and lighting. It provides finalists with a unique platform to illustrate their knowledge and research on a lighting subject, hone their presentation skills and raise their profile within the industry.

Aluwaine Manyonga won the competition with his presentation, Offgrid solar lighting and Chigubhu lantern, Africa's education system game changer. His concept sought to provide a viable off-grid solar lighting solution for education in Africa.

Ruth Kelly Waskett, SLL President Elect and a 2020 judge said: 'The judges were impressed by the social value of Aluwaine's project. He showed immense initiative, as well as technical know-how, using limited resources to create something that will improve the lives of a huge number of people. Aluwaine's work reminds us how lighting can make the world a better place.'

Building Simulation Awards

Winner: Meredith Davey

Young Modeller winner: Wejung Alan May

These annual awards, set up by the CIBSE Building Simulation Group, aim to encourage innovation in building simulation techniques. The 2020 awards included the new Young Modeller Award, launched to recognise the outstanding contribution of young engineers, apprentices and sustainability consultants working with building simulation.

Building Services Awards (continued)

Building Simulation Awards (continued)

Wejung Alan May, of Cyclone Energy Group, Chicago, won the Young Modeller award. His submission included 140 models he had worked on and was praised by the judges for his advocacy of performance-based compliance and modelling support design.

Meredith Davey, from Atelier Ten, won the main prize with his presentation on Jewel Changi Airport, Singapore. The project, which included the world's largest indoor waterfall, stood out for the judges for the level of attention to detail and the methods used to understand the implications of the design desires, particularly in relation to thermal comfort.

CIBSE Young Engineers Awards

A new award recognising the invaluable contribution played by apprentices was launched in 2020 as part of the Young Engineers Awards, joining the Employer of the Year and CIBSE ASHRAE Graduate of the Year Awards.

The Young Engineers Awards collectively shine a spotlight on the pool of new talent and future leaders who are vital to the future of our industry, while also celebrating those who champion, mentor and nurture them.

cibse.org/yea

CIBSE Apprentice of the Year

Winner: Megan Whitbread

Launched to coincide with the twenty fifth year of the Young Engineers Awards, the new award allowed the CIBSE community to recognise more of its early career contributors.

Megan Whitbread, from Troup Bywaters + Anders, was selected from a shortlist of nine finalists to win after impressing the judges with her three minute video presentation on, Why the role of a building services engineer is a good career.

In her video she said: 'Being a building services engineer is an exceptional career where you can make a difference in so many ways. I'm helping to provide a better future by educating our clients and peers to always go the extra mile in terms of carbon reduction.'

Runners up were George Field, from chapmanbdsp, and George Suddery from Hoare Lea.

CIBSE ASHRAE Graduate of the Year 2020

Winner: Jennifer Cox

The Graduate of the Year Award recognises excellence in the early stages of the engineer's career. The shortlisted finalists are among the best young engineers in the profession. This year, due to COVID-19 restrictions, the shortlisted entrants had to put their ideas and arguments online rather

Building Services Awards (continued)

CIBSE ASHRAE Graduate of the Year 2020 (continued)

than face to face, creating a video to explain, How the role of the building services engineer should evolve to meet the challenge of a new normal.

Jennifer Cox, from AECOM and Heriot Watt University, won for her articulate and confident presentation, arguing that the new normal would be a focus away from office environments towards homeworking and health and wellbeing. The move away from the office would mean buildings had to adapt to users' changing needs and occupancy density of spaces would have to be re-evaluated.

Runners up were Joey Aoun, of Foster + Partners, and Joshua Vasudevan of Loughborough University.

CIBSE Employer of the Year Award 2020

Winner: InTandem Systems

The Employer of the Year Awards recognise employers that have shown excellence and innovation in developing the engineers of the future. InTandem Systems took the overall award for the second time, having previously won in 2017, also winning in the small company category.

InTandem particularly impressed the judges with its inclusive, personal and continuing dedication to developing staff.

Elementa Consulting won the medium company category, and Cundall won the large company category.

Full list of awards

CIBSE Silver Medals

- Martin Liddament
- John Forster

Bronze medals for service to the Regions

- Mark Connor - Yorkshire
- Alfred Leung (posthumous) – Merseyside & North Wales
- Peter Westmore - HCNE

Honorary Fellow

- Michael Farrell
- Peter Y Wong

Carter Bronze Medal

- Ben M Roberts, David Allinson, Susie Diamond, Ben Abel, Claire Das Bhaumik, Narguess Khatami and Kevin J Lomas

Building Services Awards (continued)

Full list of awards (continued)

Napier Shaw Bronze Medal

- Jenny Crawley, Jez Wingfield and Cliff Elwell

Ken Dale Travel Bursary

- Joey Aoun
- John Smyth

President's Prize: CIBSE Undergraduate Award

- Rosie Fishburn

Society of Light and Lighting Young Lighter of the Year Award

- Aluwaine Manyonga

CIBSE Building Simulation Awards

- Young Modeller: Wejung Alan May
- Building Simulation Award: Meredith Davey

Young Engineers Awards

- CIBSE Apprentice of the Year: Megan Whitbread
- CIBSE ASHRAE Graduate of the Year: Jennifer Cox
- CIBSE Employer of the Year overall winner and small company winner: InTandem Systems
- Employer of the Year, medium company: Elementa Consulting
- Employer of the Year, large company: Cundall

CIBSE Building Performance Awards

- Building Performance Champion: The Engine Shed, Scotland's Building Conservation Centre- Max Fordham
- Building Performance Consultancy (up to 50 employees): Noel Lawler Green Energy Solutions
- Building Performance Consultancy (51-300 employees): Elementa Consulting
- Building Performance Consultancy (over 300 employees): BuroHappold Engineering
- Collaboration: ESFA School Building Framework Project – Bowmer + Kirkland (B+K)/Integrated Environmental Solutions (IES)
- Learning and Development: HVAC Centre of Excellence – Air Conditioning and Mechanical Contractors' Association and Holmesglen
- Facilities Management: Yale – NUS College
- Product or Innovation - Thermal Comfort: Hysopt HVAC Design and Optimisation Software - Hysopt
- Product or Innovation - Wellbeing: arbn well - arbnco

Building Services Awards (continued)

CIBSE Building Performance Awards (continued)

- Project of the Year – Commercial/Industrial: Institute of Physics - AECOM
- Project of the Year – International: Mason Bros., Auckland, New Zealand – Mott MacDonald
- Project of the Year – Public Use: The Engine Shed, Scotland's Building Conservation Centre – Max Fordham
- Project of the Year – Retrofit: Bartlett School of Architecture, 22 Gordon Street – BuroHappold Engineering
- Project of the Year – Residential: Agar Grove Estate Regeneration, Phase 1A – Max Fordham
- Building Performance Engineer of the Year: Tom Hopton, Associate – BuroHappold Engineering

Future plans

We Lead

Evidence of the gap in performance between building designs and what is built in practice continues to emerge. COVID-19 has exposed the widespread failings of ventilation provision to meet the current requirements and comes after revelations about a lack of compliance with fire safety requirements in the wake of the Grenfell Tower tragedy and long standing concerns about the energy performance gap, which emerged well over a decade ago.

If we are serious about delivering net-zero emissions buildings that are safe, properly ventilated, and comfortable places to occupy then this must be addressed. There is an urgent need to redouble efforts to drive improved performance of our built environment, not just in design and construction, but throughout the life cycle of operation and maintenance. CIBSE will continue to deliver guidance to support this improvement, and to work with others to do so.

CIBSE will continue to support the response to the inquiry into the Grenfell Tower tragedy and the Building Safety Programme in every appropriate way, seeking as far as possible to eliminate the risk of such an event happening again. We will continue to support the ongoing reforms to industry regulation, competence, practice, procurement, enforcement and guidance.

We Empower

CIBSE will continue to work with our members and the wider industry to deliver best practice knowledge, guidance and learning through all appropriate media and at point-of-use to support further improvement of the safety, comfort and performance of buildings, occupants and wider community.

We will continue to review our delivery of engineering knowledge and continuing professional development activity to maintain and enhance the competence of our members and the industry.

Future Plans (continued)

We Empower (continued)

We will maintain a wide-ranging programme of knowledge development to continue to provide guidance that meets the needs of a safe and net zero carbon built environment for all.

We Champion

Supporting engineers into CIBSE membership and professional registration remains at the centre of what the membership department does.

Initiatives for 2021 include:

- Implementing the changes in the competence frameworks for engineering introduced by Engineering Council Continuing to drive process improvement across the team in terms of customer service and interview processes
- Ensuring that our recruitment and retention work is effective in growing membership, with more support and encouragement for applicants and better communication about the value of membership
- Beginning the strategic project to align the CIBSE Societies grades of membership with CIBSE corporate grades and Engineering Council chartership
- Reviewing our CPD expectations of members and increasing the CPD audit to 10% of eligible membership, in order to demonstrate CIBSE's commitment to standards
- Applying to Ofqual to become regulated by them for our role in End Point Assessment of apprentices
- Developing our engagement strategy to ensure that more volunteers come forward to work for CIBSE and are appreciated and rewarded appropriately across all areas of CIBSE's work, both in the UK and internationally.

We Inspire

We will continue to maximise the impact of the work of CIBSE, our members and the wider building services engineering community and their commitment to improving the performance, safety, health and sustainability of the built environment.

We will move forward with creating a new website, which personalises members' experience, clearly reflects CIBSE's voice and provides access to knowledge and information that supports our diverse community of built environment professionals.

We will continue to showcase good practice through CIBSE Journal, our awards, Build2Perform Live, Technical Symposium, our technically focussed Societies and Special Interest Groups and other technical activities and communications, raising public awareness of what CIBSE and its members do and the importance and value of building services engineering to society.

Future Plans (continued)

Certification

In 2020 CIBSE Certification continued to certify the competence of energy professionals. It recorded more than 750 certified energy assessors for the purposes of the Energy Performance of Buildings Regulations, including 60 in Scotland, and more than 900 Low Carbon Consultants.

CIBSE Certification continuously worked to raise the profile of its certification schemes to reinforce the reputation of Low Carbon Consultants (LCCs) and Low Carbon Energy Assessors (LCEAs) as a high quality, expert service and an important means of raising competence across the industry. The Minimum Energy Efficiency Standards Regulations have seen an increase in demand for CIBSE Certification registered energy assessors from landlord organisations reviewing their portfolios.

The COVID-19 lockdown and ongoing restrictions presented a challenge in 2020, but through regular contact with Ministry of Housing, Communities & Local Government (MHCLG) officials and the Property Energy Professionals Association, CIBSE Certification were able to keep assessors informed on Government guidance and business support.

Lodgement credit sales in 2020 were severely impacted in the early stages of the lockdown, but recovered before tailing off again towards the end of the year. This meant that the sales success of 2019 has not been matched but, to give some context, figures are in line with those for 2017.

Our UKAS accreditation to certify energy management systems against ISO 50001 and ISO 9001 means that CIBSE Certification can support companies operating energy management systems or quality management systems, by providing third party verification that their system operation conforms to the standard. In 2020 it was anticipated that CIBSE Certification would be able to broaden their appeal by adding ISO 14001 to their portfolio. Delays due to COVID-19, including difficulties in arranging face-to-face witnessing of audits, meant that this was not achieved in 2020. The vision for CIBSE Certification remains for us to be the go-to certification body for the building services engineering sector. Despite limitations imposed by the pandemic, 2020 saw the largest income from this area of activity to date, more than doubling the income from 2019.

CIBSE Certification Ltd is a wholly owned subsidiary company of CIBSE. Its day-to-day operations are overseen by its Board and Steering Committee to maintain the objectivity and impartiality required of a Certification body by the international and national standards under which it operates.

cibsecertification.co.uk

Financial Review

The Institution's Annual Accounts are presented to comply with the Charities Act 2011, its Royal Charter and By-Laws and to meet all applicable accounting standards including the Statement of Recommended Practice - Accounting and Reporting by Charities and the Financial Reporting Standard applicable in the UK and Republic of Ireland (Charities SORP FRS 102). Investments are shown at market value and the Annual Accounts incorporate the assets, liabilities, income and expenditure of the Regions. The results of the Institution's commercial subsidiaries CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited are incorporated into the Consolidated Accounts.

Total income for 2020 was £6.12M, representing a decrease of around £1.24M on 2019. Whilst Membership subscriptions showed an increase and investment income remained stable, the effects of the COVID-19 pandemic had a significant impact on other income areas. Fees receivable for charitable services reduced by around £147K, but the biggest impact was in trading subsidiaries which show a drop in excess of £1M. This reflects the fact that face-to-face training could not be undertaken during most of the year, and industry uncertainty further impacted on advertising revenue and on plans to develop certification business. No efforts in 2020 were undertaken to generate fundraising revenue.

Significant efforts were made to reduce expenditure in view of the impact of the COVID-19 pandemic. Trading subsidiary costs were reduced by almost £600K compared with the previous year, and cost savings were implemented across all areas of charitable activities. A significant factor was the cancellation of face-to-face meetings and events in favour of online offerings, with a resultant reduction in venue, travel and subsistence costs.

The overall result of the above was a net expenditure before gains on investments of £87K, compared with net income of £70K in the previous year. This was mitigated by a net gain on investments of £125K, resulting in a net surplus of £38K.

There was an actuarial loss on the defined benefit pension scheme of £131K, as a result of investment experience, actuarial assumptions and the effect of the asset ceiling. The Institution continues to fund the recovery plan agreed following the triennial valuation of the scheme carried out as of 1st April 2017.

As a result, funds decreased by £93K from £2.67M in 2019 to £2.57M in 2020.

The cash balance decreased from £1.38M in 2019 to £1.28M, following the loss of additional income from trading subsidiaries.

Reserves policy

The Institution has a reserves policy to maintain a level of funds that is sufficient to meet four months of payroll expenditure, any unplanned contingencies and to accommodate investment for new

Financial Review (continued)

Reserves policy (continued)

initiatives. The Board considers that the Institution's overall level of funds is sufficient for these purposes, and the free reserves of the Institution have increased during the year. The intention of the Board is to rebuild free reserves to previous levels over time.

At the year end, the Institution held free reserves of £0.69M (2019: £0.61M), being the amount of funds available excluding restricted and designated funds, and less reserves held as tangible fixed assets.

It is the view of the Board that any expenditure from reserves should be applied only to finance new initiatives which will make a substantial contribution to the delivery of the Institution's strategic charitable objectives, and that the cost of existing activities should be met from incoming revenues from year to year. Any decision on the use of reserves rests with the Board on the advice of the Hon. Treasurer and the Finance, Risk, Audit & Governance Sub Committee.

Going concern

Revenue streams within the institution were largely unaffected by COVID-19 in 2020. A large portion of membership fees were received prior to Government-enforced lockdowns, protecting the revenue stream from cash flow pressures faced by members.

In addition, changes to the construction industry and competency requirements are likely to improve the value CIBSE provides to its members. COVID-19 itself presented CIBSE opportunities to strengthen its position within the industry and the general public with widely circulated technical advice around healthcare & ventilation. This too ensures the Institution continues to meet its charitable objectives.

Fortunately, thanks to recent investments in the IT infrastructure, general operations of the Group had a relatively smooth transition to working online and from home, with face-to-face activity being the obvious exception. The Institution achieved significant cost savings through the regions, societies, and travel costs after also moving most of its activity online and the Group quickly adopted tighter cost management controls. As a result, the reduction to the Group's cost base and strong performing membership fees almost entirely offset the reduction of income suffered by the Group through the commercial entities and loss of face-to-face activity.

The Institution also owns, entirely, the freehold premises from which it operates at 222 Balham High Road, an asset likely to be worth more to the institution than is currently recognised in the accounts. Whilst short term liquidity continues to be an area of focus, as is the case for most businesses, there are currently healthy cash reserves. The Group also completes detailed forecasts and cashflow analysis to assess liquidity and are confident that there is adequate resources to enable it to meet its obligation and return to a reasonable level of trading for the foreseeable future.

It is for the above reasons that the Trustees continue to consider CIBSE a going concern.

Financial Review (continued)

Risk management

It is the responsibility of the Board as the Trustees of the Institution to examine the major operational and business risks which the Institution faces and to establish appropriate systems to manage significant risks.

The Trustees have identified a loss of contact with, and relevance to the membership and failure to develop and maintain appropriate and relevant content for the Knowledge Portal, as a major operational risk to CIBSE and its subsidiary. The Knowledge Management Committee reviews and updates content on a regular basis and communication with members through Council, Regions, Societies and Groups, election of Board and Council Members is in place to mitigate this risk to ensure continuous provision of service and development.

Financial sustainability has been identified as a principal financial risk for both the charity and its subsidiary companies. A key element in the management of financial risk is a regular review of available liquid funds to settle debts as they fall due, regular liaison with the bank, and active management of trade debtors and creditors balances to ensure sufficient working capital.

Attention has also been focussed on non-financial risks arising from processing online payment transactions, fire, health and safety of employees and members. These risks are managed by ensuring accreditation is up to date, having robust compliance policies and procedures in place, and regular awareness training for staff.

Risk is assessed as part of the consideration of all new projects, and the Finance, Risk, Audit & Governance Sub Committee is charged with the detailed examination of the Institution's Risk Register and the presentation of an annual review of the Institution's overall risk profile for the Board's consideration. This review has identified and assessed the major risks faced by the Institution and confirmed that appropriate control systems have been established to manage those risks. The Board will continue to review the overall risk profile on an annual basis, and to consider specific and substantial risks as they arise.

The Covid-19 pandemic of 2020 has impacted on several areas of risk, in particular affecting income streams and limiting the Institution's ability to conduct its normal activities. The Finance, Risk, Audit & Governance Sub Committee has added an additional section to the Risk Register to analyse the specific risks arising from the pandemic and has kept the situation under constant review. Mitigating action has also been taken wherever possible, including moving activities to an online format and reducing expenditure where possible.

The Board also remains aware that the UK's exit from the European Union has potentially significant consequences for the Building Services Industry and for the Institution. Whilst longer term consequences remain uncertain, an additional section continues to be maintained in the Risk Register referring specifically to risks that may be associated with Brexit.

Structure, Governance and Management

The Chartered Institution of Building Services Engineers is governed by its Royal Charter and By-Laws, which were awarded in 1976 and last amended in 2010, when they were substantially streamlined by the removal of many former By-Laws into a new set of Regulations. Further changes to the By-Laws and Regulations concerning Officer and Board Member nominations, appointments and elections were approved in General Meeting during 2018.

The members of the Board of the Institution are the Trustees of the Charity. The Board is composed of the Officers of the Institution (the President, the President Elect, the three Vice Presidents, the Honorary Treasurer and the Immediate Past President) and five additional members who are elected for a three-year term of office. The office of President is filled automatically by the previous year's President Elect, with the office of Immediate Past President being filled by the previous year's President. Under new rules approved during 2018, the Vice Presidents and the Honorary Treasurer are appointed by the Board, whilst the President-Elect position remains subject to election.

The Board is required to nominate candidates each year for forthcoming vacancies for President Elect and for members of the Board and to make appointments to the offices of Vice President and Honorary Treasurer following consideration of advice received from the Nominations Committee. All newly appointed Trustees are provided with an information pack containing relevant information on their role, including Charity Commission guidance on Trustees' responsibilities. In addition, training on Trustees' responsibilities is carried out annually.

The Board meets every two months to direct the business of the Institution and is assisted by the House & Remuneration Sub Committee (which deals with terms and conditions of employment of the Chief Executive and senior staff and ad hoc issues) and the Finance, Risk, Audit & Governance Sub-Committee (which deals with budgeting, management and financial accounts, audit, risk and governance issues). The Standing Committees of the Institution (the Education, Training & Membership Committee, Technology Committee, Professional Practices Committee, Publications & Research Outputs Delivery Committee and the Regional Liaison Committee) report to the Board and have delegated authority within their spheres of activity.

CIBSE Services Limited, one of two of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Services Limited is to generate income for the Institution through the development and operation of commercial activities which are aligned with and support the objectives of the Institution. The Chair of CIBSE Services Limited makes regular reports to the Board of the Institution.

CIBSE Certification Limited, the other of the Institution's trading subsidiaries, is governed by Directors, appointed by the Board of the Institution, who meet regularly to monitor and direct its activities. The purpose of CIBSE Certification Limited is to generate income for the Institution through certification activities which are aligned with and support the objectives of the Institution. The Directors of CIBSE Certification Limited report to the Finance, Risk, Audit and Governance Sub Committee of the Institution.

Structure, Governance and Management (continued)

The Chartered Institution of Building Services Engineers Hong Kong Ltd is a company limited by guarantee registered in Hong Kong. It was established to handle the operation of the CIBSE Hong Kong Region in order to meet local legislative requirements, and ultimate control of the company rests with the CIBSE Board through the appointment of its directors. The Hong Kong region otherwise operates in the same manner as other CIBSE regions, but under the auspices of this local incorporation.

Key management personnel remuneration

The Board of Trustees is responsible for the governance and overall control of the Institution. The Chief Executive conducts the business of the Institution on a day-to-day basis under the direction of the Board of Trustees, supported by the senior management staff of the Institution.

All Trustees give of their time freely and no Trustee remuneration was paid in the year. Details of trustee expenses and related party transactions are disclosed in Note 8 to the accounts.

Trustees are required to disclose all relevant interests and register them with the Chief Executive and in accordance with the Institution's policy withdraw from decisions where a conflict of interest arises.

The pay of the charity's Chief Executive and senior management staff is reviewed annually by the House & Remuneration Sub Committee, which is a sub-committee of the Board of Trustees comprising the President, President-Elect, Immediate Past President and Honorary Treasurer. Authority is delegated to the House Sub Committee to appraise the performance of the Chief Executive and to approve any increase to the remuneration of the Chief Executive and of the senior management staff.

A range of factors are considered in this process, including job performance, price and earnings inflation, market conditions and comparisons with other professional institutions.

Public benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Trustees

The following were members of the Board and thus Trustees of the Charity during the whole year, unless otherwise stated:

Stuart MacPherson
Kevin Kelly
Ashley Bateson
Susan Hone-Brookes
Kevin Mitchell
Adrian Catchpole

Structure, Governance and Management (continued)

Trustees (continued)

Lynne Jack
Vince Arnold (from 5th May 2020)
David Cooper (from 5th May 2020)
Les Copeland
Fiona Cousins
David Fitzpatrick
Stephen Lisk (until 5th May 2020)
Pak Leung Yeung (until 5th May 2020)

Co-opted to the Board

Stephen Lisk
Alexandra Logan

Chief Executive Officer

Stephen Matthews

Members of the Consultative Council

All Board members are also members of Council

Past Presidents

Stephen Lisk
Peter Wong

Elected Members

Colin Ashford
Sebastian Gray
Maria Longo
Laura Mansel-Thomas
Scott Mason
Andrew Piper
Mike Smith
Becci Taylor
Linda Vidler

Co-Opted Members

Wally Gilder
Paddy Conaghan

Structure, Governance and Management (continued)

Divisional Representatives

Bob Bohannon (SLL)
Jonathan Gaunt (SoPHE)
Savario Passetto (SFE)
Les Copeland (SDE)
Dean Greer (ILEVE)
Nick Mead (Patrons)

Young Engineers Network

Rebecca Neill

YEN Mentor

Andrew Saville

WiBSE

Laura Dunlop (Annette Ash from July)

Inclusivity Panel

Alexandra Logan

REHVA

Andy Ford/David Fisk

Fellows Network

Geoff Prudence

EC(UK) Board Rep

George Adams

Digital Steering Group

Les Copeland

Standing Committee Chairs

- Education Training and Membership: Andrew Rowe
- Communication Committee: Mariana Trusson
- Technology Committee: Katie Clemence
- Professional Conduct Committee: John Armstrong
- Knowledge Management Committee: Ted Pilling
- Regional Liaison Committee: Kevin Kelly

Structure, Governance and Management (continued)

Group Representatives

- ASHRAE: David Green
- Building Simulation: Darren Woolf
- Chimneys & Flues: Jim Kinnibrugh
- CHP and District Heating: Huw Blackwell
- Daylight: John Mardaljevic
- Electrical Services: Tony Sung
- Energy Performance: Roger Macklin
- Facilities Management: Geoff Prudence
- Healthcare: Frank Mills
- Heritage: Andrew More
- Homes for the Future: Tom Lelyveld
- HVAC Systems: Tony Day
- Information Technology (IT) & Controls: Peter McDermott
- Intelligent Buildings: Derek Clements-Croome
- Lifts: Adam Scott
- Natural Ventilation: Chris Iddon
- Resilient Cities: George Adams
- School Design: Jeremy Climas

Regional Representatives

- ANZ: Mark Crawford
- East Anglia: Nicola Booth
- East Midlands: Jarrod Tandy
- HCNE: James Bourne
- HCNW: Olu Babalola
- HCSE: Richard Davies
- HCSW: Hakeem Makanju
- Hong Kong: Keith Ma
- Ireland: Michael Curran
- Merseyside & North Wales: Paul Guyers
- Northern Ireland: Nigel Jess
- North East: Phillip Hilton-West
- North West: Will Harrop
- Scotland: Karen Warner
- South Wales: Paul Bullock
- South West: Carla Bartholomew
- Southern: Paul Coe
- UAE: Farah Naz
- West Midlands: Martin Trentham
- Yorkshire: Raymond Knights

Structure, Governance and Management (continued)

Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Institution and the Group and of the incoming resources and application of resources of the Institution and the Group for that period. In preparing these financial statements, the Trustees are required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Institution and the Group will continue in operation.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Institution's transactions and that disclose with reasonable accuracy at any time the financial position of the Institution and the Group and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the Institution and the Group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the Institution and the Group's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Board of Trustees and signed on its behalf by:



Stuart MacPherson
President 2020 - 2021

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

INDEPENDENT AUDITOR'S REPORT TO TRUSTEES OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Opinion on the financial statements

In our opinion, the financial statements:

- give a true and fair view of the state of the Group's and of the Parent Charity's affairs as at 31 December 2020 and of the Group's incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

We have audited the financial statements of The Chartered Institute of Building Services Engineers ("the Parent Charity") and its subsidiaries ("the Group") for the year ended 31 December 2020 which comprise the consolidated statement of financial activities, the consolidated balance sheet, the consolidated cash flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Group and the Parent Charity in accordance with the ethical requirements relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions related to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Group and the Parent Charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

INDEPENDENT AUDITOR'S REPORT TO TRUSTEES OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Trustees Report, other than the financial statements and our auditor's report thereon. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 require us to report to you if, in our opinion;

- the information contained in the financial statements is inconsistent in any material respect with the Trustees' Annual Report; or
- adequate accounting records have not been kept by the Parent Charity; or
- the Parent Charity financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Group's and the Parent Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Group or the parent Charity or to cease operations, or have no realistic alternative but to do so.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

INDEPENDENT AUDITOR'S REPORT TO TRUSTEES OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Extent to which the audit was capable of detecting irregularities, including fraud

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- We obtained an understanding of the legal and regulatory frameworks that are applicable to the Group and the sector within which it operates. This included but was not limited to compliance with the Charities Act 2011 United Kingdom Accounting Standards, and tax legislation;
- We held discussions with management, including consideration of known or suspected instances of non-compliance with laws and regulations and fraud;
- We requested and reviewed any regulatory correspondence, in particular compliance with the Charity Commission, and details of legal expenses;
- We addressed the risk of management override, in particular by testing any journal entries containing material or round sum amounts, and any irregular journals; and
- We reviewed the financial statement disclosures and tested to supporting documentation to assess compliance with relevant laws and regulations that have a direct effect on the financial statements.

Our audit procedures were designed to respond to risks of material misstatement in the financial statements, recognising that the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery, misrepresentations or through collusion. There are inherent limitations in the audit procedures performed and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we are to become aware of it.

A further description of our responsibilities for the audit of the financial statements is located at the Financial Reporting Council's ("FRC's") website at:

<https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

INDEPENDENT AUDITOR'S REPORT TO TRUSTEES OF THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

Use of our report

This report is made solely to the Charity's trustees, as a body, in accordance with the Charities Act 2011. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:
Richard Willis
2CA02FD38C43456...

Richard Willis (Senior Statutory Auditor)
For and on behalf of BDO LLP, statutory auditor
London, UK
Date 07 June 2021

BDO LLP is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

BDO LLP is a limited liability partnership registered in England and Wales (with registered number OC305127).

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
INCOME FROM:							
Charitable activities							
Members' subscriptions		3,403,003	51,815	3,454,818	3,319,871	49,875	3,369,746
Fees receivable for charitable services	3	215,945	2,500	218,445	354,469	10,837	365,306
Other trading activities							
Trading subsidiary companies		2,379,344	-	2,379,344	3,560,955	-	3,560,955
Investments							
Investment income	4	64,085	-	64,085	63,649	-	63,649
Total income		6,062,377	54,315	6,116,692	7,298,944	60,712	7,359,656
EXPENDITURE ON:							
Raising funds							
Trading subsidiary companies		2,582,211	-	2,582,211	3,176,466	-	3,176,466
Charitable activities							
Membership		1,639,580	-	1,639,580	1,716,128	-	1,716,128
Technical		514,529	49,008	563,537	701,057	75,437	776,494
Regional & special interest groups		961,404	-	961,404	1,112,584	-	1,112,584
Research		457,204	-	457,204	507,127	-	507,127
Total expenditure	5	6,154,928	49,008	6,203,936	7,213,362	75,437	7,288,799
Net (expenditure)/income before gains on investments		(92,551)	5,307	(87,244)	85,582	(14,725)	70,857
Net gains on investments	11	125,574	-	125,574	297,830	-	297,830
Net income/(expenditure)		33,023	5,307	38,330	383,412	(14,725)	368,687
Other recognised losses							
Actuarial loss on defined benefit pension scheme	19	(131,000)	-	(131,000)	(143,000)	-	(143,000)
Net movement in funds		(97,977)	5,307	(92,670)	240,412	(14,725)	225,687
Fund balances brought forward at 1 January		2,569,224	96,951	2,666,175	2,328,812	111,676	2,440,488
Fund balances carried forward at 31 December		2,471,247	102,258	2,573,505	2,569,224	96,951	2,666,175

All amounts relate to continuing activities.

The notes on pages 50 to 69 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED AND INSTITUTION BALANCE SHEETS AS AT 31 DECEMBER 2020

		Group		The Institution	
	Note	2020	2019	2020	2019
		£	£	£	£
Fixed assets					
Intangible assets	9	-	-	-	-
Tangible assets	10	585,157	667,520	419,897	468,040
Investments	11	2,088,999	1,963,425	2,089,003	1,963,429
Total fixed assets		2,674,156	2,630,945	2,508,900	2,431,469
Current assets					
Stocks of publications		29,900	30,529	-	-
Debtors	12	626,948	865,675	363,561	281,567
Cash at bank and in hand		1,283,711	1,381,831	992,351	1,247,865
Total current assets		1,940,559	2,278,035	1,355,912	1,529,432
Current liabilities					
Creditors: Amounts falling due within one year	13	(2,065,210)	(2,278,805)	(1,508,101)	(1,985,950)
Net current liabilities		(124,651)	(770)	(152,189)	(456,518)
Net assets excluding pension scheme asset		2,549,505	2,630,175	2,356,711	1,974,951
Defined benefit pension scheme asset	19	24,000	36,000	24,000	36,000
Total net assets		2,573,505	2,666,175	2,380,711	2,010,951
The funds of the charity					
Restricted Funds	14	102,258	96,951	102,258	96,951
Unrestricted funds					
General fund	15	1,278,354	1,279,637	1,085,560	624,414
Designated funds	15	1,192,893	1,289,587	1,192,893	1,289,586
Total charity funds	18	2,573,505	2,666,175	2,380,711	2,010,951

Approved and authorised for issue on behalf of the Board of Trustees on 20/05/2021



S MacPherson
President 2020 - 2021



A Catchpole
Honorary Treasurer

The notes on pages 50 to 69 form part of these financial statements.

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	2020 £	2019 £
Net cash (used in)/provided by operating activities	I	(65,949)	538,509
Net cash flow from investing activities			
Income from investments		64,085	63,649
Purchase of property, plant and equipment		(96,256)	(127,212)
Net cash used in investing activities		(32,171)	(63,563)
Reconciliation of net cash flow to movement in net funds			
(Decrease)/increase in cash	II	(98,120)	474,946
Change in net cash funds resulting from cash flows		(98,120)	474,946
Net cash funds at 1 January		1,381,831	906,885
Net cash funds at 31 December		1,283,711	1,381,831

Notes to the cash flow statement

I. Reconciliation of net income to net cash flow from operating activities

Net income for the reporting period (as per the Statement of Financial Activities)	38,330	368,687
Net loss on investments	(125,574)	(297,830)
Investment income	(64,085)	(63,649)
Depreciation charges	178,619	154,204
Loss on disposal of fixed assets	-	4,072
Decrease/(Increase) in stocks of publications	629	(3,036)
Decrease/(Increase) in debtors	238,727	(10,019)
Increase/ (decrease) in creditors	(213,595)	520,080
Decrease in pension asset to liability	(119,000)	(134,000)
Net cash (used in)/provided by operating activities	(65,949)	538,509

II. Analysis of changes in net funds excluding term deposits

	At 01/01/2020 £	Cash Flows £	At 31/12/2020 £
Short term deposits (<i>deposited on 24 hour notice</i>)	692,569	115,338	807,907
Cash at bank and in hand	689,262	(213,458)	475,804
Total cash and cash equivalents	1,381,831	(98,120)	1,283,711

The notes on pages 50 to 69 form part of these financial statements.

1 GENERAL INFORMATION

The Chartered Institution of Building Services Engineers is a charity registered in England and Wales, registration number 278104. It is governed by its Royal Charter and By-laws which were awarded in 1976 and last amended in 2010. The registered office is 222 Balham High Road, London, SW12 9BS.

2 ACCOUNTING POLICIES

The principal policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

2.1 Basis of accounting

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these financial statements. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair view' and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014 rather than the previous Statement of Recommended Practice: Accounting and Reporting by Charities which was effective from 1 April 2005 but which has since been withdrawn.

The Chartered Institution of Building Services Engineers meets the definition of a public benefit entity under FRS 102.

2.2 Going concern

Having reviewed the Group's forecasts and cashflow projections, the Trustees believe there to be no material uncertainties about the Group's ability to continue as a going concern. The Trustees believe this will be aided by recent and upcoming changes to regulation within the construction industry, in view of the Group's ability to influence those changes and assist in that transition, alongside significant reductions to the Group's cost base.

The Trustees believe there is adequate cash and liquid investments to meet their liabilities as they fall due for a least a year from the date of the signing of these accounts. As such the Trustees continue to adopt the going concern basis for the preparation of the annual financial statements.

The most significant areas of judgement and key assumptions that affect the items in the financial statements relate to the estimation of the defined benefit pension scheme's assets and liabilities (see Note 2.18 and Note 19).

2.3 Financial statements of the Institution and its trading subsidiaries

The financial statements include the consolidation of CIBSE Services Limited, CIBSE Certification Limited and The Chartered Institution of Building Services Engineers Hong Kong Limited (CIBSE Hong Kong Limited), all wholly owned subsidiaries of the Institution.

No separate Statement of Financial Activities has been presented for the Institution. The results of the Institution for the year ended 31 December 2020 are included in Note 16.

2 ACCOUNTING POLICIES *(continued)*

2.3 Financial statements of the Institution and its trading subsidiaries *(continued)*

Exemption from the requirement to disclose transactions between the Institution and its subsidiary companies has been taken under section 33.1A of FRS 102 as transactions occur between wholly owned members. The Institution has taken advantage of the disclosure exemption permitted by FRS 102 of the requirements of Section 7 Statement of Cash Flows to not disclose a charity-only Statement of Cash Flows.

2.4 Funds

The Institution has divided its funds into categories according to their nature and purpose as follows:

Unrestricted funds

Funds available for the Institution to pursue all of its objectives under its Royal Charter and comprise:

General fund

This represents the undesignated accumulated surpluses from funds available for the general objectives of the Institution.

Designated fund

Funds designated to pursue a particular objective or group of objectives under the Royal Charter and comprise:

Research Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering.

Education Fund

CIBSE established this fund with the objective of raising and designating funds to enable CIBSE to further education in the art, science and practice of building services engineering.

Richard Tully Family Publication Fund

This fund was established by the designation of a gift from Richard E J Tully, with the objective of funding awards to encourage the continued publication of good engineering practice in the profession of building services engineering.

Domestic Building Services Panel Fund

This fund has the objectives of raising and designating funds for the purpose of enabling research to advance the art, science and practice of building services engineering for Domestic Heating publications.

Society of Light and Lighting Fund

This fund has the objective of funding the operations of the Society of Light and Lighting Fund.

Ken Dale Fund

This fund was established following receipt of a legacy from past president Ken Dale designated to advance the art, science and practice of building services engineering in his name.

Restricted funds

These funds have been received by the Institution with specific restrictions on their use within the objectives of its Royal Charter and comprised:

Patrons Fund

This fund was formed to provide a base for financing activities of concern to the building services industry as a whole, for which adequate funds were not available within the unrestricted funds of the Institution, and to provide liaison between the Institution and its members with the commercial organisations involved in building services engineering.

2 ACCOUNTING POLICIES *(continued)*

2.5 Branches, groups and regions

The activities of branches, groups and regions, together with their assets and liabilities are incorporated within these accounts.

2.6 Income

Subscriptions

Subscriptions due are treated as income for the periods to which they relate. Subscriptions received in respect of future years are carried forward in the financial statements as deferred income until the relevant subscription year.

Legacies

Legacies are included in the Statement of Financial Activities where probate was granted prior to the balance sheet date and a distribution is considered probable and the amount can be reliably estimated.

Donations and grants

Donations and grants are included in the financial statements when receivable.

Volunteers

CIBSE as an organisation relies heavily on its volunteers to allow it to carry out the wide variety of work that it does, across a range of fields within building services. Attempting to provide such in-depth knowledge for an industry as diverse as building services is an enormous undertaking, and would be impossible without the hundreds of experts who give their time and resources to the Institution and work to remain on the forefront of technology.

Carrying out a variety of roles on a voluntary basis for CIBSE, from contributing to technical papers, to serving on the board and deciding strategy, to helping at events and with media requests, the volunteers give substantial resources at a time when the industry has never been more stretched. However, as it is impractical to place a monetary value on the volunteers' contribution due to the absence of a reliable measurement basis, the contribution of volunteers are not included as income in the financial statements.

Fees received for charitable services

These represent amounts receivable in respect of goods or services during the year.

Investment income and gains

Investment income, including any tax recoverable thereon, is included in the financial statements in the year in which they are receivable. Investment gains and losses are incorporated in the financial statements as they occur. Unrealised gains and losses arising from the valuation of investments, together with any movements in such gains are separately identified within the financial statements.

2.7 Expenditure

Expenditure is accounted for on an accrual basis and is recognised where there is a legal and constructive obligation to pay for the expenditure.

Charitable expenditure comprises expenses incurred on the defined charitable purposes of the Institution. Cost of raising funds comprises expenses incurred in enhancing and maintaining the public image of the Institution and expenditure incurred in trading activities that raise funds.

Governance costs comprise expenses incurred in the governance of the Institution and its assets and are primarily associated with constitutional and statutory requirements.

Each category includes direct expenses and staff costs, together with an allocation of overhead costs based on a combination of direct staff costs and activity levels.

2 ACCOUNTING POLICIES (*continued*)

2.8 Intangible fixed assets

Goodwill arising on an acquisition of trade and assets represents the difference between the fair value of the consideration paid and the fair value of the net assets acquired. It is capitalised and amortised through the profit and loss account over the estimate of its useful economic life of three years.

Goodwill is amortised on cost at 50% in the first year and, 30% & 20% over the next two years after consideration of its estimated useful life of 3 years.

2.9 Tangible fixed assets

Freehold land is not depreciated. The charity separately identifies the major components of its properties and charges depreciation so as to write down the cost of each component to its estimated residual value on a straight line basis over its expected useful life.

The useful lives are as follows:	Building structure	50 years
	Doors	30 years
	Windows	10 years
<i>Other tangible fixed assets:</i>	Computer equipment	3 - 5 years
	Fixtures & fittings	5 years

2.10 Investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

Unlisted investments comprise investments in subsidiaries which are measured at cost less impairment.

A source of financial risk faced by the charity is that is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities, particularly currency risk, and within particular sectors or sub sectors.

2.11 Impairments

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date. If such indication exists, the recoverable amount of the asset, or the asset's cash generating unit, is estimated and compared to the carrying amount. When the carrying amount exceeds its recoverable amount, an impairment loss is recognised in the Statement of Financial Activities unless the asset is carried at a revalued amount where the impairment loss is a revaluation decrease.

2.12 Financial Instruments

The company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

A financial asset is derecognised only when the contractual rights to cash flows expire or are settled, or substantially all the risks and rewards of ownership are transferred to another party, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell

2 ACCOUNTING POLICIES *(continued)*

2.12 Financial Instruments *(continued)*

the asset in its entirety to an unrelated third party. A financial liability (or part thereof) is derecognised when the obligation specified in the contract is discharged, cancelled or expires.

2.13 Stocks

Finished stocks relate to technical publications and are stated at the lower of cost and net realisable value. Cost comprises the price of purchasing, printing, binding and compilation.

2.14 Debtors

Trade and other debtors which are receivable within one year and which do not constitute a financing transaction are initially measured at the transaction price. Trade debtors are subsequently measured at amortised cost, being the transaction price less any amounts settled and any impairment losses.

A provision for impairment of trade debtors is established when there is objective evidence that the amounts due will not be collected according to the original term of the contract. Impairment losses are recognised in the statement of financial activities for the excess of the carrying value of the trade debtor over the present value of the future cash flows discounted using the original effective interest rate. Subsequent reversals of an impairment loss that objectively relate to an event occurring after the impairment loss was recognised, are recognised immediately in the statement of financial activities.

2.15 Cash at bank and in hand

Cash at bank and in hand include cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit.

2.16 Creditor

Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2.17 Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which has accrued at the balance sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the balance sheet date.

2.18 Pension contributions

The Institution operates a non-contributory pension scheme providing benefits based on final pensionable salary. The assets of the scheme are invested with an insurance company and are totally separate from those of the Institution. This scheme was closed to new members in 1999. The Institution has fully adopted the disclosures set out in section 28 of FRS 102. The difference between the fair value of the assets held in the Institution's defined benefit pension scheme and the scheme's liabilities measured on an actuarial basis using the projected unit method are recognised in the Institution's Balance Sheet as a pension scheme asset or liability as appropriate. The carrying value of any resulting pension scheme asset is restricted to the extent that the Institution is able to recover the surplus either through reduced contributions in the future or through refunds from the scheme.

Changes in the defined benefit pension scheme asset or liability arising from factors other than cash contributions by the Institution are charged to the Statement of Financial Activities in accordance with section 28 of FRS 102. The Institution contributes to a stakeholder pension scheme operated by Aviva and is open to all employees. The annual contribution payments are charged to the Statement of Financial Activities.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

2 ACCOUNTING POLICIES (continued)

2.19 Taxation

The Institution is registered as a charity, registration number 278104, and in consequence it is exempt from taxation on income arising from and expended on its charitable activities.

2.20 Foreign currencies

Transactions in foreign currency are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities are translated at the rate of exchange ruling at the balance sheet date. All differences are taken to the Statement of Financial Activities.

2.21 Judgements and key sources of estimation uncertainty

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no estimates and assumptions that are considered to have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

3 CHARITABLE SERVICES INCOME

Fees receivable for charitable services for the year is derived from:

	Unrestricted funds	Restricted funds	Total 2020	Unrestricted funds	Restricted funds	Total 2019
	£	£	£	£	£	£
Training delegate fees	11,100	2,500	13,600	75,400	10,837	86,237
Publications	16,260	-	16,260	30,269	-	30,269
Societies sponsorship fees	19,600	-	19,600	24,000	-	24,000
Grants and royalties	83,642	-	83,642	159,310	-	159,310
Sundry	85,343	-	85,343	65,490	-	65,490
	-----	-----	-----	-----	-----	-----
	215,945	2,500	218,445	354,469	10,837	365,306
	-----	-----	-----	-----	-----	-----

4 INVESTMENT INCOME

Investment income for the year is derived from:

	Unrestricted funds	Restricted funds	Total 2020	Unrestricted funds	Restricted funds	Total 2019
	£	£	£	£	£	£
Listed investments	60,728	-	60,728	59,534	-	59,534
Cash deposits	3,357	-	3,357	4,115	-	4,115
	-----	-----	-----	-----	-----	-----
	64,085	-	64,085	63,649	-	63,649
	-----	-----	-----	-----	-----	-----

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

5 EXPENDITURE

	Staff Direct Costs £	Other Direct Costs £	Staff Support Cost £	Other Support Cost £	2020 Total £	2019 Total £
Expenditure on raising funds						
Trading subsidiary companies	1,037,155	1,545,056	-	-	2,582,211	3,176,466
Expenditure on charitable activities						
Membership	580,487	148,343	562,365	348,385	1,639,580	1,716,128
Technical	146,493	187,205	141,920	87,919	563,537	776,494
Regional & special interest groups	276,027	252,307	267,410	165,660	961,404	1,112,584
Research	133,195	115,034	129,037	79,938	457,204	507,127
	-----	-----	-----	-----	-----	-----
	2,173,357	2,247,945	1,100,732	681,902	6,203,936	7,288,799
	-----	-----	-----	-----	-----	-----

6 SUPPORT COSTS

The support costs have been allocated on the following basis:

Support cost	Basis of allocation	2020 £	2019 £
Administration staff and welfare	Staff costs	1,100,732	1,263,043
Temporary staff, recruitment & consultants	Direct allocation to projects	21,242	79,579
Meeting costs	Direct allocation to projects	5,577	55,390
Office costs	Total number of employees	83,105	110,493
Premises	Area occupied basis	57,645	83,243
IT	Direct allocation to projects	259,954	214,732
Legal & professional fees	Direct allocations to projects	85,809	84,718
Depreciation	Direct allocation to projects	88,795	87,986
Bad debt	Actual	2,726	2,774
Marketing	Direct allocation to projects	41,594	48,328
		-----	-----
		1,747,179	2,030,286
		-----	-----
Governance costs	Basis of allocation		
Auditor's remuneration - statutory audit	Direct allocation to projects	24,750	25,622
AGM & annual report cost	Direct allocation to projects	6,793	14,356
Trustees expenses	Direct allocation to projects	3,912	25,173
		-----	-----
		35,455	65,151
		-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

7 STAFF COSTS

	2020	2019
	£	£
Wages and salaries	2,719,308	2,588,848
Temporary staff and agency fees	25,057	90,762
Social security costs	297,745	282,619
Pension costs:	-	-
Defined contribution pensions	141,383	140,344
Defined benefit pensions	6,000	7,000
	<u>3,189,493</u>	<u>3,109,573</u>

The average number of employees during the year, who were all engaged in the activities of the Institution and its subsidiaries, was:

61 61

All Trustees give of their time freely and no Trustee remuneration was paid in the year (2019: £Nil).

The key management personnel of the parent charity, the Institution, comprise the Trustees, the Chief Executive Officer and the senior management team. Total employee benefits of key management personnel for the year under review, excluding the Trustees were £1,042,716 (2019: £864,329).

None of the Institution's wholly-owned subsidiaries employ staff directly. As a result, the key management personnel and their aggregate employee benefits for the group is the same as the Institution as disclosed above.

The number of employees earning total emoluments of £60,000 or more:

£60,001 to £70,000	2	-
£70,001 to £80,000	3	3
£80,001 to £90,000	3	2
£90,001 to £100,000	1	1
£100,001 to £110,000	1	1
£180,001 to £190,000	1	1

Contributions in the year for provision of the pension schemes in respect of the above higher paid employees amounted to £51,792 for 11 staff (2019: £51,386 for 7 staff).

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

8 TRANSACTIONS WITH TRUSTEES AND RELATED PARTY TRANSACTIONS

The Trustees of the Institution are the members of Board, who are drawn, from time to time, from the membership of the Institution. No member of Board received any remuneration or benefits-in-kind for their duties as Trustees (2019: Nil).

Members of the Board of Trustees are reimbursed for travelling and other expenses whilst engaged on the activities of the Institution.

	2020	2019
	£	£
Reimbursements were made as follows:		
Reimbursed to 4 Trustees (2019: 7 Trustees)	3,912	25,582
	-----	-----

Under the terms of the Royal Charter & Bylaws, the Institution is empowered to make reasonable and proper payments to members for services actually rendered to the Institution. This power includes Trustees, in their capacity as members of the Institution. In their capacity as members of the Institution, Trustees are obliged to pay annual subscriptions due to the Institution and are entitled to take advantage of the services offered by the Institution and its subsidiary company, on the same terms offered to all members, or to the general public. Where members or their connections provide services to, or utilise any other services or facilities of the Institution, the amounts paid to or charged by the Institution are based on either:

- Standard rates paid by the Institution to members and non-members alike, for services such as lecturing or interviewing of candidates; or
- Rates negotiated on behalf of the Institution, independently of the member involved, by the Board, or their delegated committee, based on competitive tenders or general commercial rates.

During the year, the Institution is aware that payments have been made by the Institution for commercial services provided to it, or charges made by the Institution for utilising other services or facilities of the Institution, by certain Members of the Board of Trustees, or their connections, as follows:

During 2020, there were no speaker fees paid to Trustees (2019: £Nil).

As at 31 December 2020, CIBSE was owed £626 (2019: £16,297) by the CIBSE Benevolent Fund Trust, a related party by virtue of the Fund's objectives to provide support to members or former members of CIBSE and their immediate dependants of such persons. The following transactions took place during the year:

	2020	2019
	£	£
Administration fee charged to the Benevolent Fund	1,750	1,750
Payments made on behalf of the Benevolent Fund		
Expenses	-	3,496
Grants	8,250	39,200
Amounts received on behalf of the Benevolent Fund		
Donations	25,671	28,149

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

9 INTANGIBLE FIXED ASSETS

Group	Goodwill £
Cost or valuation	
Balance at 1 January 2020 and at 31 December 2020	155,572

Accumulated Amortisation	
Balance at 1 January 2020 and at 31 December 2020	155,572

Net Book value	
At 31 December 2019 and at 31 December 2020	-

10 TANGIBLE FIXED ASSETS

	Freehold Property	Computer Equipment	Furniture & Equipment	Total
Group	£	£	£	£
Cost				
Balance at 1 January 2020	426,000	941,567	293,579	1,661,146
Additions	-	93,642	2,614	96,256
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2020	426,000	1,035,209	296,193	1,757,402
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2020	153,766	596,579	243,281	993,626
Charge for the year	5,680	165,119	7,820	178,619
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2020	159,446	761,698	251,101	1,172,245
	-----	-----	-----	-----
Net book value				
At 31 December 2020	266,554	273,511	45,092	585,157
	-----	-----	-----	-----
At 31 December 2019	272,234	344,988	50,298	667,520
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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

10 TANGIBLE FIXED ASSETS (*continued*)

Institution	Freehold Property £	Computer Equipment £	Furniture & Equipment £	Total £
Cost				
Balance at 1 January 2020	426,000	397,355	290,320	1,113,675
Additions	-	41,738	1,694	43,432
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2020	426,000	439,093	292,014	1,157,107
	-----	-----	-----	-----
Accumulated depreciation				
Balance at 1 January 2020	153,766	251,721	240,148	645,635
Charge for the year	5,680	78,549	7,346	91,575
Disposals	-	-	-	-
	-----	-----	-----	-----
Balance at 31 December 2020	159,446	330,270	247,494	737,210
	-----	-----	-----	-----
Net book value				
At 31 December 2020	266,554	108,823	44,520	419,897
	-----	-----	-----	-----
At 31 December 2019	272,234	145,634	50,172	468,040
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NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

11 FIXED ASSETS INVESTMENTS

	Group		The Institution	
	2020	2019	2020	2019
	£	£	£	£
Balance as at 1 January	1,963,425	1,665,595	1,963,429	1,665,597
Purchase of units	-	-	-	2
Sale of units	-	-	-	-
Net gains on investments				
Gains on sale of investments	-	-	-	-
Net gain on revaluation at 31 December	125,574	297,830	125,574	297,830
Balance as at 31 December	2,088,999	1,963,425	2,089,003	1,963,429

Investments are made up of:

Listed investments	2,088,999	1,963,425	2,088,999	1,963,425

Trading subsidiaries:

100% interest in CIBSE Services Limited	-	-	2	2
100% interest in CIBSE Certification Limited	-	-	2	2
100% interest (100% Group / 50% The Institution) in The Chartered Institution of Building Services Engineers Hong Kong Limited	-	-	-	-
	2,088,999	1,963,425	2,089,003	1,963,429

The historical cost of listed investments are:

Listed Investments cost at 1 January	1,117,199	1,117,199	1,117,199	1,117,199
Less sale of units	-	-	-	-
Listed Investments cost at 31 December	1,117,199	1,117,199	1,117,199	1,117,199

The listed investments are managed on behalf of the Institution by CCLA Investment Management Limited.

The significance of financial instruments to the ongoing financial sustainability of the Institution is considered in the investment powers section of the Trustees' Annual Report. The basis of fair value for listed investments is equivalent to the market value, using the mid-market price.

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

12 DEBTORS

	Group		The Institution	
	2020	2019	2020	2019
	£	£	£	£
Trade debtors	266,763	339,693	11,646	31,601
Amounts owed by group undertakings	-	-	156,821	-
Prepayments and accrued income	252,380	366,841	111,013	138,621
Other debtors	107,805	159,141	84,081	111,345
	-----	-----	-----	-----
	626,948	865,675	363,561	281,567
	-----	-----	-----	-----

13 CREDITORS: AMOUNTS DUE WITHIN ONE YEAR

	Group		The Institution	
	2020	2019	2020	2019
	£	£	£	£
Trade creditors	146,453	252,992	55,204	161,140
Accruals	162,601	138,979	117,629	105,304
Amounts owed to group undertakings	-	-	26,547	394,574
Deferred income: amounts received in advance for subscriptions & services	1,169,697	1,235,344	918,131	956,606
Taxation and social security	239,378	296,707	120,796	112,804
Other creditors	347,081	354,783	269,794	255,522
	-----	-----	-----	-----
	2,065,210	2,278,805	1,508,101	1,985,950
	-----	-----	-----	-----

Deferred income

At 1 January	1,235,344	1,177,974	956,606	884,512
Amounts released to income	(1,235,344)	(1,177,974)	(956,606)	(884,512)
Amount deferred in the year	1,169,697	1,235,344	918,131	956,606
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At 31 December	1,169,697	1,235,344	918,131	956,606
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THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

14 RESTRICTED FUNDS – Group

Current Year	Movement in Funds				Balance at 31 December 2020
	Balance at 1 January 2020	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	96,951	54,315	(49,008)	-	102,258
	-----	-----	-----	-----	-----
	96,951	54,315	(49,008)	-	102,258
	-----	-----	-----	-----	-----
Prior Year	Movement in Funds				Balance at 31 December 2019
	Balance at 1 January 2019	Income	Expenditure	Transfers	
	£	£	£	£	
Patrons Fund	111,676	60,712	(75,437)	-	96,951
	-----	-----	-----	-----	-----
	111,676	60,712	(75,437)	-	96,951
	-----	-----	-----	-----	-----

See Note 2.4 for description of funds

15 UNRESTRICTED AND DESIGNATED FUNDS – Group

Current Year	Movement In Funds				Balance at 31 December 2020
	Balance at 1 January 2020	Income	Expenditure	Net of investments gain & pension scheme movement	
	£	£	£	£	£
Research Fund	484,224	64,268	(248,230)	-	300,262
Education Fund	58,913	3,273	(1,644)	-	60,542
Richard Tully Family Publication Fund	132,190	7,344	-	-	139,534
Domestic Building Services Panel Fund	233,232	31,385	(19,742)	-	244,875
Society of Light and Lighting	278,440	220,418	(159,466)	-	339,392
Ken Dale Fund	102,588	5,700	-	-	108,288
	-----	-----	-----	-----	-----
Designated Funds	1,289,587	332,388	(429,082)	-	1,192,893
General Fund	1,279,637	5,729,989	(5,725,846)	(5,426)	1,278,354
	-----	-----	-----	-----	-----
Unrestricted Funds	2,569,224	6,062,377	(6,154,928)	(5,426)	2,471,247
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See Note 2.4 for description of funds

THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

Prior Year

	Movement In Funds				
	Balance at 1 January 2019	Income	Expenditure	Net of investments gain & pension scheme movement	Balance at 31 December 2019
	£	£	£	£	£
Research Fund	524,937	249,418	(290,131)	-	484,224
Education Fund	58,371	4,339	(3,797)	-	58,913
Richard Tully Family Publication Fund	123,043	9,147	-	-	132,190
Domestic Building Services Panel Fund	206,224	48,187	(21,179)	-	233,232
Society of Light and Lighting	244,346	243,953	(209,859)	-	278,440
Ken Dale Fund	98,986	7,359	(3,757)	-	102,588
	-----	-----	-----	-----	-----
Designated Funds	1,255,907	562,403	(528,723)	-	1,289,587
General Fund	1,072,905	6,736,541	(6,684,639)	154,830	1,279,637
	-----	-----	-----	-----	-----
Unrestricted Funds	2,328,812	7,298,944	(7,213,362)	154,830	2,569,224
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See Note 2.4 for description of funds

16 RESULTS OF THE INSTITUTION

	2020	2019
	£	£
Total income	4,056,143	4,018,491
Total expenditure	(3,680,956)	(3,984,922)
	-----	-----
Net income before gains on investments	375,187	33,569
Net gains on investments	125,574	297,830
	-----	-----
Net income after gains on investments	500,761	331,399
	-----	-----
Actuarial loss on defined benefit pension scheme	(131,000)	(143,000)
	-----	-----
Net movement in funds	369,761	188,399
	-----	-----

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

17 TRADING SUBSIDIARIES

The Group has three wholly owned subsidiaries, CIBSE Services Limited (company registered no. 03645473) and CIBSE Certification Limited (company registered no. 06083016), which are both incorporated in the UK and The Chartered Institution of Building Services Engineers Hong Kong Limited, which is incorporated in Hong Kong. CIBSE Services Limited and CIBSE Certification Limited carry out various activities in pursuance of the charitable aims of the Institution and operates various commercial activities. CIBSE Services Limited and CIBSE Certification Limited donate their taxable profit to the Institution. The principal activities of The Chartered Institution of Building Services Engineers Hong Kong Limited are the provision of conferences and exhibition services.

A summary of the trading results and net assets of the subsidiaries for 2020 are shown below. Audited accounts for all of the subsidiaries are filed with their respective Registrars.

	CIBSE Services Limited	CIBSE Certification Limited	CIBSE HK Limited
	£	£	£
Turnover	1,764,842	739,901	95,966
Cost of sales	(1,268,349)	(651,626)	(61,624)
Administration expenses	(519,476)	(81,135)	-
Operating profit	(22,983)	7,140	34,342
Interest receivable	119	-	-
Net (loss)/profit before gift aid	(22,864)	7,140	34,342

The aggregate of the assets, liabilities and funds was:

Fixed assets	107,601	57,085	575
Net current (liabilities)/assets	(24,315)	(53,015)	104,866
Net assets	83,286	4,070	105,441
Funds			
Called up share capital	2	2	-
Reserves	83,284	4,068	105,441
	83,286	4,070	105,441

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

18 ANALYSIS OF CONSOLIDATED NET ASSETS BETWEEN FUNDS

Current Year

	General Funds	Designated Funds	Restricted Funds	Total 2020
	£	£	£	£
Fund balances				
Fixed assets	585,157	-	-	585,157
Investments	2,088,999	-	-	2,088,999
Net current (liabilities)/assets	(1,419,802)	1,192,893	102,258	(124,651)
	-----	-----	-----	-----
Net assets excluding pension scheme liability	1,254,354	1,192,893	102,258	2,549,505
Defined benefit pension scheme liability	24,000	-	-	24,000
	-----	-----	-----	-----
Net assets including pension scheme liability	1,278,354	1,192,893	102,258	2,573,505
	-----	-----	-----	-----

Prior Year

	General Funds	Designated Funds	Restricted Funds	Total 2019
	£	£	£	£
Fund balances				
Fixed assets	667,520	-	-	667,520
Investments	1,963,425	-	-	1,963,425
Net current (liabilities)/assets	(1,387,308)	1,289,587	96,951	(770)
	-----	-----	-----	-----
Net Assets excluding pension scheme liability	1,243,637	1,289,587	96,951	2,630,175
Defined benefit pension scheme liability	36,000	-	-	36,000
	-----	-----	-----	-----
Net assets including pension scheme liability	1,279,637	1,289,587	96,951	2,666,175
	-----	-----	-----	-----

19 CIBSE PENSION SCHEMES

CIBSE operates both a defined contribution and a defined benefit pension scheme which require contributions to be made separately to administered funds for the benefit of the employees. The defined contribution scheme was opened in November 2001 and employer contribution commenced in April 2007.

Final salary pension scheme

The defined benefit scheme has been reported under section 28 of FRS 102. The most recent valuation was at 1 April 2017. The assumptions which had most significant effect on that valuation were:

- (i) future long term average salary increases pre-retirement of 3.2% per annum.
- (i) future long term average salary increases post-retirement of 1.7% per annum.

This actuarial valuation showed that the market value of the scheme's assets was £4,523,000 and that their actuarial value was 90% of the benefits that had accrued to members after allowing for expected future salary increases. The actuarial valuation recommended that the rate of contributions be increased to 45.2%. The Trustees and the Employer agreed to additional Employer contributions of £108,000 p.a. from 1 April 2017 until the Funding Valuation shortfall is addressed. The actuarial valuation calculated the Funding Valuation shortfall is expected to be addressed until 28 February 2022. The payments are payable by the last day of February each year and are due to remain the same over the period.

Based on the current schedule of contributions the estimated contribution to be paid over to the scheme in 2020 is at least 45.2% p.a of the pensionable salary roll, on a monthly basis.

The number of employees in the scheme at the year end were:

	2020	2019
Active employees	1	1
Deferred pensioners	17	18
Pensioners	10	10

The financial assumptions used by the actuary to calculate the scheme liabilities under FRS 102 were as follows:

	2020	2019
Rate of increase in salaries	4.30%	4.40%
Rate of increase in pensions in payments accrued before 6 April 1997	3.00%	3.00%
Rate of increase in pensions in payments accrued after 6 April 1997	3.00%	3.00%
Discount rate	1.20%	1.90%
Retail price inflation	3.10%	3.20%

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

19 CIBSE PENSION SCHEMES (*continued*)

	2020 £'000	2019 £'000
<i>Analysis of the amount charged to expenditure</i>		
Current service cost	(16)	(14)
Total service cost	(16)	(14)
<i>Net interest costs</i>		
Interest income on plan assets	91	111
Interest expense on defined benefit obligation	(81)	(104)
Net return	10	7
Total pension costs charged to the Statement of Financial Activities	(6)	(7)
<i>Analysis of the actuarial loss recognised in the Statement of Financial Activities</i>		
Actual return on plan assets, excluding interest income	6	570
Experience gains and losses arising on the scheme liabilities	27	(37)
Changes in assumptions underlying the present value of the scheme liabilities	(279)	(441)
Effect of asset ceiling	115	(235)
Total actuarial loss recognised in the Statement of Financial Activities	(131)	(143)
<i>Analysis of the pension accounting information under FRS 102 is shown below</i>		
<i>Amount recognised in the Balance Sheet</i>		
Present value of defined benefit obligation	(4,544)	(4,345)
Fair value of plan assets	4,826	4,754
Net defined benefit asset	282	409
Effect of asset ceiling	(258)	(373)
Recognised defined benefit asset	24	36
<i>Change in defined benefit obligation</i>		
Defined benefit obligation at beginning of period	(4,345)	(3,906)
Current service costs	(16)	(14)
Interest expenses	(81)	(104)
Remeasurement arising from changes in assumptions	(279)	(441)
Remeasurements arising from experience	27	(37)
Benefits paid	150	157
	(4,544)	(4,345)

NOTES TO THE CONSOLIDATED FINANCIAL STATEMENT FOR THE YEAR ENDED 31 DECEMBER 2020

19 CIBSE PENSION SCHEMES (*continued*)

	2020 £'000	2019 £'000
<i>Change in plan assets</i>		
Assets at beginning of year	4,754	4,089
Interest income	91	111
Actual return on plan assets, excluding interest income	6	570
Employer contributions	125	141
Benefits paid	(150)	(157)
	-----	-----
Assets at end of year	4,826	4,754
	-----	-----
Actual return on assets	97	681
Asset class split		
	2020	2019
Equities	58%	58%
Property	11%	13%
Corporate Bonds	7%	6%
Gilts	16%	15%
Cash	1%	8%
Annuities	7%	0%
	-----	-----
	100%	100%
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20 SUBSEQUENT EVENTS

After the Balance Sheet date, the Charity has been granted support by the government's Coronavirus Business Interruption Loan Scheme and received a loan facility of £500,000. The facility is over a term of 72 months, carrying nil interest rate for the first 12 months from drawdown, and thereafter an interest of 2.95% over base rate. Monthly repayments of £8,333.33 are due on the anniversary of the drawdown of the loan. The amount due over one year is £500,000 plus any interest incurred. There is no penalty for early repayment.