

**CoreNet Global UK
MINUTES OF BOARD MEETING
held on Wednesday 31 May 2006**

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|-----------------|--------------------------|--------------------------------|
| Richard Paver | BP International | President |
| Susie Gray | Land Securities Trillium | Past President |
| Robin Harris | Como Group | Deputy President/VP Programmes |
| Jeremy Charles | Strutt & Parker | Deputy President/VP Membership |
| Chris Strong | Citigroup | VP Finance |
| Kathy Tilney | Tilney Shane | VP Communications |
| Andrew Carter | FMConnect | VP Learning |
| Michael Creamer | Cushman & Wakefield | VP Sponsorship |
| Andrew Burt | Disney | Regional Representative |

Copy: Christine Mackenzie, CoreNet Global

Date: 5 June 2006

Action By

1. In Attendance

Richard Paver (RP - Chair), Susie Gray (SG), Robin Harris (RH), Jeremy Charles (JC), Michael Creamer (MC), Andrew Carter (AC), Chris Strong (CS), Kathy Tilney (KT), Andrew Burt (AB) and Alice Lewis (AML). With Christine Mackenzie (CM) in attendance.

As Mark Tamburro had been elected to the Global Board, it was agreed to invite him to attend forthcoming UK Board meetings.

AML

RP congratulated RH and the Programmes Committee for arranging the Emirates Stadium event on 24 May, which he had found very enlightening and enjoyable.

2. Apologies

Mike Napier (Global Board member), Richard Watton (member)

3. Minutes of last meeting

The minutes of 19 April 2006 were approved.

4. Matters arising

Matters arising were dealt with below.

5. Chapter Task Force

It was noted that the last two meetings had taken place at the Philadelphia Summit and in New York during the last week. CM to investigate why AC had not been kept in the loop and to provide an update on current progress on the issues being reviewed (AML to circulate to Board).

CM
AML

AML to provide CS with AC's previous report.

AML

6. Finance

The draft 2005 accounts had been prepared, but contained a number of queries that needed to be resolved before circulation to and approval by the Board.

AML

CS was welcomed back from his Moscow 'posting' and would be updated by AML.

AML

2006 expenditure to date was as anticipated and showed a modest surplus at the end of the year. No decision had been reached on categorising future expenditure and this would be considered further.

RP

7. Governance

Induction of Deputies – All confirmed that they had made contact with their Deputy and explained their role. It was agreed to invite all Deputies to the September Board Meeting (6th,

AML

time to be confirmed).

Vacant positions – It was agreed to confirm the position of Deputy VP Finance to Michael Evans of Donaldsons. Re the Deputy VP Communications position, KT and AML to discuss further the suitability of the unsuccessful nominees in the recent elections.

AML
KT/AML

End-user Advisory Group – RP, AB, Richard Watton and Mark Cotterell had met to discuss how to increase end-user participation and concluded that to make them more 'comfortable' a 'protocol' needed to be put in place. It was agreed that 20-25 end-user members would be canvassed on all aspects of the UK Chapter's activities (AML to provide breakdown by region/role/etc) and AB would report back to the next meeting. It was also agreed to progress the Peer to Peer Group programme in parallel, ensuring the content was 'educational'. Julian Lyon to be kept in the loop.

AB
AML

8. Communications

It was noted that a brief had been sent to four consultancies, of which two had submitted a proposal and would be interviewed. CM to investigate Tamesis' apparent disinterest, without 'forcing' them to now respond. It was noted that they fulfilled their role within the European Region, which was programme-based rather than Chapter-specific. [Post meeting note: another consultancy, introduced by JC, would now also be approached.]

KT/SG/AML
CM

An appropriate budget would be allocated once interviews had taken place.

CS/KT

9. Research

Workplace Performance Initiative – The workshop programme was underway and, although attendance was disappointing, it was proving useful for SMEs. It was agreed to promote the 14 June event in Reading via the June e-Bulletin, and AC would target specific end-user members in the Thames Valley.

AML
AC

Occupier.org – As it had not been possible to find a suitable web site, AC agreed to investigate the possibility of Global becoming the 'host', similar to the Knowledge Center service.

AC

Property Alliance – Further to SG's report at the last meeting, it was agreed SG, AC and RP would discuss the UK Chapter's participation and possible financial contribution.

SG/AC/RP

10. Membership

The statistics circulated as at the end of April were briefly reviewed.

It was agreed that the UK Chapter's policy of 'one for one' was working well in maintaining a favourable ratio of end-user members, and CM was requested to take back this message to Global. In addition to the welcome letter to new members sent over RP's name each month, it was agreed that in future a UK Board member would be 'volunteered' to call each new member, establish their reasons for joining and to encourage their participation, etc.

CM

AML

Branches – It was agreed to accept that, apart from the Thames Valley, growth/activity in the regions would probably stagnate without a dedicated Board member, piggy-backing on other organisations' events (such as BCO/BIFM), promoting Global services, or canvassing regional members on their expectations. Meantime, a Scottish Branch event had been arranged for 13 June at RBS' new HQ, and it was hoped a Board member could attend.

AML

ALL

Membership Drive – It was hoped to introduce a discount scheme for younger CREs, along the lines of the Global 'Trailblazer' schemes. CM to prepare proposal, to be tested in the UK Chapter before being rolled out across other Regions.

CM

11. Events

Recent and forthcoming events were briefly reviewed, and it was noted that whilst attendance was relatively low at the Emirates Stadium, Speed Dating and Chippenham events, the quality of the event and engagement of the delegates had been extremely high. (Provisional calendar

for remainder of the year attached.) AML

RH reported that in response to the poll conducted after the 24Degree Debate, more than 60 responses had been received, with one half from end-users. It was agreed to set up a steering group that would make a proposal to the BCO and provide advice on sustainability issues as requested by a majority of respondents. It was possible that Global may also wish to become involved. RH

CPD – It was noted that the UK Summit would qualify for one point per hour and agreed that wherever possible Chapter events should meet the required criteria (AML to provide AC with the email exchange with Ron Adam on what the criteria were). RH would liaise with Richard Watton regarding programme content and recruitment of end-users onto the committee. SG to follow-up with RICS [see post-meeting note, below]; KT to provide AC with RIBA's strict criteria; and CM to liaise with Becky Binder in Global Learning. AML
RH
SG
KT
CM

Peer-to-Peer Group – see above (Governance).

Discovery Forum – AB to provide RH and AC with the 'hot topics' from the last event (and the next on 22 June). AB

12. Sponsorship

Progress was being made with Summit sponsorship, and letters would be prepared for this year's Awards Dinner sponsors. It was agreed that 'bunching' should be avoided and that approaches needed to be coordinated in order to avoid duplication, etc. MC, AML

13. Any other business

Europe – It was agreed that every opportunity should be taken to exchange information, meet follow European members and support the development of the German Chapter. CM would circulate the strategy for Germany, on which the Board could comment. AB confirmed that he would chair the European Advisory Group, and MC would also consider how the UK Chapter could assist. CM
AB
MC

Expo Real – CM advised that there would be a large Global presence at the event taking place in Munich in October, which was part of the strategy of participating in more country-specific events (rather than MIPIM, for example).

14. Next Meeting

The next meeting to take place at 9.00am on 13 July, at BP's Finsbury Circus offices.

Web statistics: April 2006 – 413
May 2006 - 1922

Subject to adoption by Company Directors

Richard Paver
Chair

Post meeting note – RICS CPD Accreditation (Susie Gray, 2 June):

I have spoken to Andrew Williams of the RICS regarding accreditation of our events for RICS CPD. The answer is that the RICS do not accredit or validate any events as it is up to individual members to decide whether an event is suitable to claim as hours for CPD. He is quite happy however for us to suggest to attendees that it is a qualifying activity and to issue a certificate of attendance from CoreNet so that they can produce the certificate if claiming hours of CPD from the RICS.

I suggest therefore that we find out from the other organisations and try to word a certificate which we can use at meetings for attendees to take away and put their name on. We need to be mindful of admin creation however!! Keeping it simple will be important!