

Meeting Agenda

Tropical Green Building Network

Steering Committee Meeting 7



Meeting time	Wednesday October 3rd, 9.45am-10.45am
Venue	TAFE J Block Boardroom.
Attendees	Kathy Rankin (KR), Emma Thirkell (ET), Chris Dimarco (CD), Jane Kennedy (JK), Emily Reid (ER), Andrew McFadden (AM), Jemma Pico (JP), Edi Piagno (EP), Sophie Barrett (SB)
Apologies	Nikki Huddy (NH), Rupert Allen (RA), Nicky Swan (NS), Russell Parnicott (RP)
Chair person	Jane Kennedy
Minute taker	Jane Kennedy

Minutes

Item	Topic	Presenter	Action
Introduction/Events since last meeting			
Note	News and announcements. Events since the last steering committee meeting updates: • Sustainable Living Expo. • MiHaven presentation by James Mort. • Cairns Show. • Sustainable House Day: 5 Houses, 7 sponsors and about 1000 people attending. Excellent media support this year. • Building for a Profitable Future, Sustainable Townsville and Ergon.	JK/ ET	• Establish further dialogue with Townsville green building businesses (SB). • Need more connection and information sharing with Townsville green building businesses (ET).
Previous meeting ongoing actions:			
1	Update the TGBN splash page.	ET	• In progress (ET)
2	Tropical green buildings case studies progress. TGBN Drop box and Forum. Decide template.	RA, CD and ET	• Develop the case study word template further (e.g., use a simple word format, two pages max., get images, decide standard headings). • Deposit case studies onto TGBN forum site. • Need a committee to decide which case studies to use. • Use SHD examples first. (all actions: CD and RA)
3	Draft up a business case document and circulate to steering committee for others to contribute. Further suggestions/plans for funding post 2012. Corporate sponsorship/ funding opportunities. Incl Green Building Council of Australia possible links. TGBN currently applying for the Economic Diversification fund (Council)	ET and KR	• Add the Advancing Tropical Green Build Capability plan document to the TGBN website (JK). • Send document to Nick Dalton at Cairns Post (ET/JK). • Get email notification out to members to make them aware of the document(JK). • Economic Diversification Fund (Council) submittal (ET/ JK).

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4	<u>GBCA</u> Contact local GBCA members to discuss their views on how to approach GBCA and raise issues. <u>Continued professional development (CPD) opportunities</u> link in with Greenstar professional accreditation. People are always on the lookout for formal CPD courses to attend. <u>Green building training and courses</u> There is a need to identify the types of training that is required for the local green building industry. There is a need for industry support with new and current courses and training.	ET and JK	• Explore connections with the Townsville/ Cairns GBCA for collaboration especially for members' CPD (ET) • Identify a resource to do this (all). • Identify local green building training required (all). • Send information to members regarding upcoming relevant local courses and lectures, when available (JK).
5	Greywater mapping group (still waiting on response from Council).	ET and JK	• Follow up with Cairns Council on status of greywater mapping group (JK).
6	TGBN members being registered onto the TGBN forum.	ET and JK	• Keep updating registrations and membership lists (JK/ ET).
Continuing the success of the TGBN			
Note	Master Builders Townsville - information sharing and cooperation.	JT	• Make contact with Masterbuilders to establish communication links and knowledge sharing (JK)
Note	Tech Clinics with the Institute of Commercialisation. Tech Clinics is looking to establish a Cairns branch to provide lectures and training on various green building topics. This will provide great information and knowledge sharing on new materials and technology. Use Tafe facilities as a base for linkups to these webinar/teleconference lectures.	ET	• Keep in touch with Tech Clinics to find out about upcoming lectures/ events (ET). • Send out information regarding upcoming Tech Clinic events (JK).
Note	Light homes online Magazine and green building show Sydney – need for Case studies. SB provided a brief update of her meeting with them. There is a podcast of her interview on the Light Home website. ET has added a link to Light Home from the Greenbuild website home page.	ET, EP, SB	• Send tropical and light weight green building case studies to "Light Home" magazine (through ET and SB).
Note	Major Projects Forum: Cairns and Surrounding areas. 7.00 am - 11.00 am, Friday, 26 October at the Sheridan Plaza Hotel. This annual event is to raise awareness of major projects in the construction and development industry.	KR, EP and ET	• Presentation due Friday 26 October (ET, EP).

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Note	Industry Capability Network (ICN). Request to list TGBN members onto the ICN Gateway which is a useful tool on the ICN website to find suppliers, products and new business. ICN also advertises upcoming events and workshops. Rob McCullagh, National Sector Manager - Clean Technology, ICN, visited Cairns to find out more about tropical green build companies and discuss the opportunities for clean technology businesses in Indonesia. Rob has been working with Tjut Devi, Senior Business Development Manager, Austrade in Jakarta. Devi has offered to provide a briefing to companies interested in learning more about the Indonesian market.	KR	• Austrade Indonesia briefing in early December (date TBC) at TAFE (KR).
Note	7 November Speed Date a Designer event – call for volunteers to assist. Print Fliers and post. Interested attendees need to register to attend.	JK	• Send out event fliers for members to print and post (JK). • Start up a facebook page and advertise the event (CD). • Also explore set up of “Linked-in” and “Twitter” sites to advertise TGBN events and news (JK/ CD).
Steering Committee administration matters			
Note	For the record, George Thirkell and Kim Forde on the Cairns Regional Council Urban Design Reference Group. All members present in agreement.	ET	
Note	Welcome Emily Reid from TAFE onto the Steering Committee. Request for new Steering Committee Members (Kim Forde: The Missing Link & Robert Buhrke ICA).	JK	• Send out TGBN steering committee invite to the new nominated members (JK).
Note	Request for letters of support from TGBN Steering Committee members for new funding application. Focus on benefits to business and growth.		• Steering Committee members to provide letters of support for TGBN.
Any Other Items			
	The Sunshine Coast Cleantech Industries (based on the Sunshine Coast) and is a hub for many of their local businesses, providing products and services (to residential, commercial, industry) for regional, national and international markets in water management, environmentally sustainable building design and products, manufacturing and industrial processes, energy efficiency, and environmental consulting. It is also a source of news and upcoming events.	KR	• Speak to Anne Kennedy from Cleantech industry to investigate membership (ET)
	Greenbuild can be used to provide opportunities for learning in Cairns. Greenbuild is also a great marketing platform for local businesses and as a tool to create momentum for the local green building industry.	ET	
Tour of new TAFE TRADES Training Precinct with Emily Reid			

Item	Topic	Presenter	Action
	Tour of new TAFE TRADES Training Precinct with Emily Reid.	Attended by: JK, ET, AM, ER	