

THE SURVEY ASSOCIATION
THIRTY EIGHTH ANNUAL REPORT

YEAR 2017
AND ACCOUNTS FOR 2017



THE SURVEY
ASSOCIATION

Web: www.tsa-uk.org.uk
E: office@tsa-uk.org.uk
Twitter: @surveyassoc

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THE SURVEY ASSOCIATION
OFFICERS AND OFFICIALS 2017

OFFICERS

PRESIDENT - Mr Adam BRADLEY

VICE PRESIDENT - Mr Nick HAMPSON

OFFICIALS

SECRETARY GENERAL - Mr Rory M STANBRIDGE

COMPANY SECRETARY - Mrs Rachel TYRRELL

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THIRTY EIGHTH ANNUAL REPORT **OF THE COUNCIL OF TSA** **YEAR 2017**

1 THE ASSOCIATION

1.1 Introduction

The year of 2017 has proved to be another successful one for TSA as membership numbers increased to 182 with the introduction of fifteen new members during the year. A new annual record! This again shows the high esteem in which TSA is held by the profession and its relevance to surveying whilst the number of application packs being sent out continues to rise.

The running of The School in Worcester continued to place extra pressure on both The Secretariat and Council particularly with the introduction of the Level 3 Diploma award. To date over 170 candidates have applied to take this award.

The Survey School's Board of Governors agreed on the need to finance a Business Plan for The School which was completed in mid-2017. As a result of this, additional short courses have been introduced successfully and others are being considered now. The next step will be to both improve and increase the structure of the management in Worcester to relieve some of the pressure on The Secretariat in Newark.

As in previous years, there were two major TSA events held in the year, the AGM and the TSA Conference, known previously as the Discussion Group. The AGM was held at the National Brewery Centre in Burton and it proved to be a superb day with record attendance figures. The Conference was held in November at the Swindon Railway Museum. Another excellent day out for the members! More of this in the MIA report.

TSA once again took an active role in the SLG (Survey Liaison Group) with RICS and CICES. The group continues to work closely on a number of issues with particular emphasis on the production of guidance information, some of these documents being triple badged. The main thrust of the group in 2017 was to continue the development of the GEOBusiness Show held in May, once again, at the Business Design Centre in Islington. This year an increase in the number of both visitors and exhibits clearly indicated the appetite for the show which in 2018 will again be held at the same venue with a conference alongside it.

The biggest area of concern for TSA Members was the dramatic increase in thefts of survey equipment – spread all over the country, making it a truly national problem. As a result of meetings with manufacturers, insurers and PANIU (Plant and Agricultural National Intelligence Unit), TSA has launched a new initiative with SmartWater Technology to collate detailed information on all thefts for an Intelligence Portal. Another benefit of working with SmartWater will be their ability to liaise with all police forces on behalf of members. The initiative finally went live in early 2018, with more to report at the AGM.

TSA's website, which was totally redesigned at the beginning of 2017, continues to be well supported and the Job Opportunities page provides members with a FREE recruitment service. At the time of writing there are more than 50 positions available and the site had unique visits from a total of 170 countries in the year.

Council met as usual four times in the year, the meetings being spread around the country to make it fair and easier for all to attend. Due to a resignation, Council found itself one member short at the AGM so Adam Bradley asked for volunteers to come forward. In the event Nathan Spencer from CSL Surveys put his name forward and was duly co-opted onto Council.

From an administration point of view, 2017 was again a successful year in terms of the number of TSA Membership Application Forms sent out, this year totalling 146 – the highest ever recorded and 14% more than in 2016. This is in part to the increased PR that TSA is engaged on having employed

a professional writer, the increased traffic through the website and the requirement by a number of clients for all sub contactors to be members of TSA.

Once again TSA offered a bursary to students from Newcastle University, based on a paper submitted on a topic determined by TSA. The cheque being handed over to the winner, Ricky Leung, by The President, Adam Bradley, at the TSA Conference held at the Swindon Railway Museum.

Message from the President – Adam Bradley



Since my first President's annual summary the survey profession has reached a significant milestone. I refer to the support shown by Government for the STEM agenda through the formal recognition of a Geospatial Sciences Apprenticeship. This as we all know is long overdue and provides a great opportunity for employers to train grass root surveyors and thus build a solid foundation of skilled professionals in this area for the future. TSA are very proud to have been part of this positive outcome and will continue to work alongside the profession to build on the success of what is an historic achievement.

So, what else am I proud to say TSA has achieved this year?

Firstly, it's the continued growth of our membership. As I write we are poised to reach a significant milestone of ourselves, with 200 members now a real possibility – a number that would surely have been a dream ambition back in 1979 when TSA was founded.

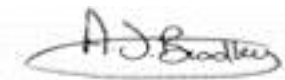
Secondly, I want to focus on the great work TSA has done in establishing a partnership with SmartWater to develop a dedicated Intelligence Portal to record all incidents of equipment theft. This database is providing some real opportunity to map patterns of equipment theft crime. By harnessing the leverage SmartWater have with National Crime Units, we are now able to raise the profile of a major issue affecting our profession and bring it to the attention of Police at the highest levels. I feel sure we will start to see the benefits of this partnership materialise over the next 12 months with increased recovery and conviction rates.

Finally, I wanted to end with the future and how the TSA Business Plan is taking shape with input from you, the membership. The first draft has been completed and will be presented to Council for consideration following the AGM. Raising standards through accreditation and a National Cadastral Boundary Review with licenced surveyors is included. Whilst these may be aspirational and long-term visions, I'm excited to see the direction we are heading in.

So, as I write this, Manchester City and Liverpool have just been drawn in the quarter finals of the Champions League and by the time this has been published the result will be known. I don't want to update this with said result but let's just say that being born in the Seventies there can only be one result!

I look forward to seeing you all at the AGM.

Best regards and thanks for all your continued support of the Association.



**Adam Bradley BSc (Hons) MRICS FCInstCES
TSA President**

1.2 The Officers of the Association

At the 2017 Annual General Meeting, Mr Adam Bradley of Jacobs was confirmed as having been elected President by the Council for one year, and Mr Nick Hampson of MHLS was confirmed as Vice President for one year.

1.3 The Council

Council members at 31 December 2017 are listed at Appendix I. Others who served Council during the year have also been included.

1.4 The Committees of the Council

Membership of the Committees is shown at Appendix II. Summaries of the work of the Committees are in Section 2 of this Report, along with a brief resume of other activities and developments.

1.5 Financial Results

The notes to the 2017 accounts can be found at APPENDIX III. The full set of accounts for 2017 are attached and will be posted on the website once approved. Those of previous years may be also found on the Members' Only area of the website.

1.6 Minutes of the previous meeting

The minutes of the previous meeting held in 2017 can be found at the end of this document.

2 THE ASSOCIATION'S ACTIVITIES

2.1 Introduction

All Council members serve on one of the three core Committees, whose activities are listed below. The Council has adopted a policy of co-opting member company representatives onto Committees to provide a wider spread of expertise to those Committees and to provide a wider range of awareness of TSA activity to member companies.

Thanks are due again to all those who have devoted time to Council and Committee activities during 2017. Without this support of the Association by the member companies, there would be no TSA. All member companies are encouraged to have a greater involvement in Association affairs. Everything counts – completing the QISS return, attending meetings, providing feedback to the Secretariat and responding to circulars. The use of online mini polls continues and these are regularly supported by up to 75% of the membership.

Political lobbying continued in 2017 with the watching and reporting brief by TSA's lobbyists, MHP and the monthly report continued to be submitted to members via the TSA Update newsletter. MHP have also assisted TSA in writing relevant letters to MP's, Ministers and Government Departments and delivered a BREXIT update at the TSA Conference in November 2017.

Supplier Members, the numbers of which are still increasing, are encouraged to become more involved with sponsorship of events, and thanks go to those members that contributed last year, especially those that have assisted with the development of The Survey School. Further opportunities for the running of technical seminars are currently at the planning stage to enable the Supplier members to take an even more active role in TSA business.

2.2. Membership and Internal Affairs Committee



Stuart Dimond, Chairman

Part of the remit for the MIA committee, chaired by Stuart Dimond in 2017, is to assess the suitability, both professionally and financially, of new applications to join the Association. During 2017 a number of new applicants were assessed by the committee and the procedures for membership entry were improved and strengthened. A total of 146 companies requested the membership application packs and a record total of 19 applications were received from which 15 new members were admitted to the association. At the time of writing this report, a further 5 companies are going through the vetting process for membership.

The bulk of the work for the MIA committee in 2017 was assessing new applicants, changing procedures, seeking out new member benefits and again assisting the members with support and advice. Since the beginning of 2017 a total of 5 applicants have been turned down by MIA for providing work samples that do not meet the standards expected of a TSA member. Others have been deferred with advice given on how to improve standards.

In previous years, a number of technical and business seminars have been run and this continued through 2017 with a total of five seminars being run. Most of these being held at The Survey School. The annual Health & Safety Seminar was again held at Leica offices in Milton Keynes to a record number of attendees and our thanks once again go to Leica Geosystems for continuing to host it each year.

The TSA Conference (known previously as the Discussion Group) was held in November at the Swindon Railway Museum with the title of "On The Right Track." The theme of the day was surveying on the railways and presentations were made from a number of specialist clients and contractors with the keynote speaker being Chris Preston from Network Rail. A well-attended day in a superb museum ensured that attendees left in a good mood fully endorsed by the excellent feedback received after the event. The day also included the presentation of the annual bursary award to a student from Newcastle University. These events always afford the members a great networking opportunity and this one was no exception.

The members' Helpline, provided by Croner, continues to be well used by members and is seen as a major benefit of membership to potential applicants.

The new TSA-developed Level 3 qualification, made necessary by the changes in the regulations for the issuing of CSCS cards, is now up and running with a total of 170 candidates signed up at the time of writing. Training of a number of assessors has taken place and the scheme is now almost fully operational. At the same time a new Apprenticeship scheme, based on The Survey School curriculum, was developed and paid for by TSA and has now been approved for delivery.

The CCD scheme introduced in 2009 is continuing to gain new members. Although the scheme is voluntary, members are encouraged to take part in the self-assessed scheme and are recognised on the TSA website as participants. The total completing the return form in 2017 being 49. An official CPD scheme was introduced in 2017.

The PI scheme run by Lockton continues to attract new members. At the end of 2017, well over 60% of eligible members were included in the scheme. Lockton continue to work with TSA and its members giving advice and guidance when required. In 2008, Lockton introduced and sponsored the President's Award which in 2017 was presented to Richard Maltby. The award was given in recognition of his ongoing commitment to survey training.

JELF, another supplier member of TSA, continues to promote their survey equipment insurance policy exclusive to members of TSA. The policy called SURVEYSURE became operational at the beginning of 2010 and has already saved members a considerable amount of premium money. This despite it being a critical time for insurers in light of the increase in the number of pieces of survey equipment currently being stolen and reported.

MIA continues to look for opportunities to assist the membership both in terms of advice and benefits. A number of new ideas are currently being considered for 2018 and as always we welcome suggestions on these from member companies.

2.3 Public Relations Committee



Olly Viney, Chairman

The Committee was chaired by Olly Viney in 2017.

TSA's main marketing and PR tool, the website, was redesigned and launched in January 2017. A press release was issued and the impact was instant – the number of people visiting the List of Members page was up 700% on the same period the previous year. The website showed a 30% increase in unique visitors in 2017 compared to 2016, thus proving the upgrade to be a success and more clients than ever finding TSA Member companies.

Work continued with Ruth Badley, TSA's external PR Consultant, on a number of initiatives during the year. Following on from the impressive reports from the TSA Student Bursary winners, a Press

Release was written and distributed in May with excellent coverage: www.tsa-uk.org.uk/tsa-bursary-builds-bright-future-geomatics-students/

GEO Business 2017 was held on 23rd and 24th May and TSA shared a joint stand with ICES, RICS, AGI and ICE. As it was last year, the stand was situated at the very entrance to the show hall, which once again proved to be very successful.

New promotional material was produced for GEO Business 2017, including branded pens, bags and also TSA-branded sunglasses which were a huge hit and drew a lot of visitors to the stand. The light-hearted 'selfie' competition resulted in huge Twitter traffic - a 'normal' TSA tweet would get about 300 impressions, whereas we had over 4,000 on day one and just short of 3,000 on day two. It was extremely successful in terms of brand recognition and awareness.

We also gave a pair of sunglasses to each of the students who attended the Show as part of the new initiative, GEO Careers.

The Survey School was once again part of the 'Education Zone' at the GEO Business Show, with the stand staffed by Andrew Crumpler and Steve Hurp for a day each.

GEO Business 2017 had 2386 attendees and 200 exhibitors, which was a 19% increase in visitors from 2016 and a 50% increase since the show was launched in 2014. Attendees also came from 52 countries.

Graduation Day at the Survey School took place on Friday 7th July with 35 students graduating from three Courses. A Press release was issued accompanied by official photographs of the day: www.tsa-uk.org.uk/graduation-day-honours-survey-schools-2017-top-achievers/

TSA booked and hosted a table at the Chartered ICES President's Dinner on Friday 15th September.

TSA was a media partner of the Marine & Coastal Civil Engineering Expo 2017 being held on 27th & 28th September and also accepted the offer of a free stand at the show. Three Council members volunteered to man the stand for the two days. A new pop-up stand was produced, along with posters promoting relevant Client Guides.

TSA sponsored Flood & Coast 2017, held at the Telford International Centre between 28th and 30th March.

TSA's LinkedIn Group continues to increase to over 3,600 individual members and is a place for discussion and highlighting general news. TSA's Twitter account now has over 2500 followers and has been a direct source of membership enquiries and drives traffic to the main TSA website.

MHP continue to provide the monthly political report. James Pignon of MHP provided a political update at TSA's Conference on 8th November in Swindon.

The Conference took place at STEAM Museum in Swindon, with a general theme of Surveying on the Railways. As a result, TSA had articles published in both Rail Technology magazine and Railway Professional magazine. TSA has also written an article for xyHT Magazine - a geomatics sciences publication in print in the USA/Canada, plus also digitally internationally, with a UK office. Ian Dowman, the new Editor of Geomatics World, attended TSA's Conference and wrote a review of the event which was published in the Jan/Feb edition of GW. TSA Supplier members were invited to supply material to be included in the first ever Delegate Packs at the Conference, which were well received. All attendees were also the recipients of a TSA high-vis (orange, for working on railways) beanie hat.

A great deal of work was carried out during 2017 to come up with a new initiative to help members with the scourge of stolen equipment – both in terms of prevention and then recovery. The partnership with SmartWater to build an Intelligence Portal and assist with police liaison was launched in early 2018.

Technical Committee



Mike Hopkins, Chairman

The Technical Committee under the chairmanship of Mike Hopkins, has continued to work hard producing documents on a number of vitally important topics relating to the surveying industry. The documents are all downloadable FREE from the TSA website (<https://www.tsa-uk.org.uk/downloads/>) with over 9,300 downloads in 2017 from companies, government departments, educational establishments and civil engineering consultancies all over the world.

The main focus for the Committee has been the alignment of the Essential Guide to Utility Surveys to incorporate PAS128 and other Utility Mapping issues, together with a Mini Guide. RICS and ICES have been asked to endorse the two documents and we hope these will go live before the AGM.

A considerable amount of work has gone into developing a new page on TSA's website by Rachel Tyrrell and the Committee in displaying various work samples which were supplied by some TSA Members. Samples are now shown in seven categories of surveying: <https://www.tsa-uk.org.uk/need-a-surveyor/work-samples/>. Hopefully this will now raise the bar within our Association and prospective members would have a better understanding of what they are to produce before completing an application for membership.

Completed projects:-

- Working on Railways (issue 3)
- Utility Asset Tagging (issue 5)
- Commissioning Surveys of Watercourses (issue 4)
- Determined Boundaries (issue 5)
- Offshore Hydrographic Surveys (issue 1)
- Terrestrial Laser Scanning (issue 4)
- Measured Building Surveys (issue 4)
- Cyber Security Memorandum and Cyber Security Essentials

Work in Progress topics:-

- PAS128 Utility Survey Guidance Notes issue 5
- Survey Specification for Architects
- Pedestrian Mobile Mapping
- Instrument Theft Deterrent Briefing Note
- Assignment, copyright and liability – Tech Document (Briefing Note)
- Close Range Photogrammetry
- Achievable Accuracies
- Photogrammetry
- Aerial Lidar

Approved Drone Course

Talks are in place with NATS and ConsortiQ for TSA to provide an approved Drone Course.

Utilities Accreditation Scheme

Whilst Lloyds Register had been appointed for this Accreditation Scheme and the Pilot Study member companies have all signed the Confidentiality Agreement, this initiative had stalled.

With developments ongoing with the Utility Survey Exchange and what has become clear with recent work sample reviews that there is a big discrepancy between reputable survey companies and some others as to what is being claimed as a PAS128 survey, it was thought that TSA should push on with getting the pilot projects of this scheme up and running.

It was also decided that we spend three months going out to Clients and Organisations to seek a statement of intent to ask if they would be interested in using TSA's Accreditation Scheme.

2.5 Finance Report

At the AGM in 2017, a motion to seek a new firm of accountants for TSA was approved. Following interviews with different firms of accountants, Park Accountancy Ltd was appointed as TSA accountants in August 2017. This has proven to be a very effective move as the introduction of The Survey School has introduced a number of fairly complicated accounting issues with the previously relatively simple accounting procedures for TSA. The support from Park Accountancy has been excellent.

The TSA budget produced in January 2017 was expected to produce a small loss for the year ending December 2017. This budget prediction proved to be accurate. However, Council was aware that the Reserves were far higher than necessary for the day to day running of TSA enabling extensive spending on crucial issues for the members such as The Apprenticeship Scheme, funded solely by TSA and the development of the Level 3 qualification.

Members will already be aware that on the 1st May 2014, TSA took over responsibility for the running of The Survey School in Worcester. As stated in the report, this has added considerable pressures on The Secretariat and has resulted in the annual turnover of TSA increasing by a multiple of 3, now standing at £540000 per annum. This has created its own accounting problems which to date have all been overcome with support from Park Accountancy.

The Survey School is set up as a separate department within TSA and a P/L for the department forms part of the 2017 accounts.

TSA has recently signed a new lease with the landlords of the building in Worcester which will run until November 2020 with a two year break clause in operative in 2018. A new Business Plan for the School was developed in 2017 and is currently being instigated.

Two admin members of staff are now employed at The School in addition to the Senior Tutor, Andrew Crumpler. An element of the salary for the bookkeeper in Newark is also costed to The Survey School as well as a contribution to management time from Newark. Other courses using external tutors have been introduced with great success. Additional tutors have been engaged to support Andrew when required.

The Supplier members of TSA, in particular Leica Geosystems, Trimble, Topcon and Korec have all been very generous in their support of both TSA and The School for which we give our sincere thanks.

TSA has continued to pay specialists to write new client guides and support the Technical Committee. A consultant has been engaged to assist with the development of the Level 3 qualification who has proved to be invaluable.

The Reserves currently stand at their highest level ever but there will be considerable further investment in The School, the Apprenticeship Scheme, the Level 3 qualification, Smartwater and an increase in the cost of running The Secretariat as TSA continues to expand.

Once again, it is good to be able to report that TSA has never been more financially sound and the future looks very bright.

APPENDIX I

THE COUNCIL: 2017

Mr Adam Bradley	-	Jacobs UK Ltd (President)
Mr Nick Hampson	-	Malcolm Hughes Land Surveyors Ltd (V-President)
Mr Tony Rogers	-	APR Services Ltd
Mr Oliver Viney	-	Atlantic Geomatics (UK) Ltd
Mr David Watterston	-	CD Surveys Ltd
Mr Nathan Spencer	-	CSL Surveys Ltd (co-opted)
Mr Adrian Halliwell	-	M&A Surveys Ltd
Mr Sam Roberts	-	MET Geo Environmental Ltd
Mr Stuart Dimond	-	MK Surveys Ltd
Mr Mike Hopkins	-	Storm Geomatics Ltd
Mr Graham Mills	-	Technics Group
Mr Peter Marsh	-	SUMO Services Ltd

APPENDIX II

COMMITTEE STRUCTURE: 2017

1. Membership and Internal Affairs

Mr Stuart Dimond	(Chairman)
Mr Nick Hampson	
Mr Adrian Halliwell	
Mr Tony Rogers	

2. Public Relations

Mr Oliver Viney	(Chairman)
Mr Nathan Spencer	
Mr Adam Bradley	
Mr Graham Mills	

3. Technical

Mr Mike Hopkins	(Chairman Above Ground)
Mr Sam Roberts	(Chairman Below Ground)
Mr Peter Marsh	
Mr David Watterston	

Notes:

1. Seconded participants in Committees were:-

Mr Steven Woodards	Jacobs UK Ltd
Mr Luke Steadman	CAT Surveys
Mr Paul Bryan	English Heritage
Mr Andrew Crumpler	The Survey School
Mr Nick Blakeway	Jacobs UK Ltd.

Committee Terms of Reference

MIA – To consider all membership matters including the recruitment and selection of new members and maintaining standards among existing members. Maintenance and development of services to members. Responsible for the TSA Conference, seminars and the AGM.

PUBLIC RELATIONS – Responsible for all matters external to the Association, including relations with other organisations, marketing and promotional activity.

TECHNICAL – Responsible for development of advice and guidance on all technical matters relating to surveying or bearing on the survey business, as well as provision of technical advice to external bodies.

APPENDIX III
ACCOUNTS: 2017

The full set of accounts is attached to this report and can also be downloaded from the Members Area of TSA's website once they have been approved.

(Notes to the annual accounts, major items only.)

TSA – Detailed Income and Expenditure Account.

Turnover:

Membership subscriptions: this item is for TSA membership subscriptions

Commission receivable & miscellaneous income: commission received from the Insurance schemes run by Lockton and JELF. This also includes income from other partner benefits.

Application fees: application fees for new members to join TSA.

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Direct Expenses:

Marketing & promotion: the cost of the PR campaign (£6000) brochure design, filming at Geo Business and hire of photographer for TSA events.

Exhibitions, conferences, etc.: Costs for Geo Business exhibition and TSA seminars.

Lobbying: annual fee for the engagement of the TSA lobbyists, MHP.

AGM & Conference: Costs associated with the two major meetings of the year.

Technical support: technical support for Newark including data backup, software and website support and costs of using external specialists to develop TSA client guides. GDPR compliance.

IT Services: Website updates.

Miscellaneous Expenses: Annual bursary payment (£1500) plus expenses and other minor items.

Application costs: the cost of new member evaluation including assessment visit travel, time, credit references and other associated costs.

Expenditure:

Management fee: fee for the running of the Secretariat. This fee is now based on a percentage of the T/O figure of TSA but excludes T/O for The Survey School.

Travelling: Council and Secretariat costs for attendance at meetings, seminars and other relevant events.

Members' training: CPD certification.

Council meetings: the costs of venues and Council members' attendance at Council meetings.

Apprenticeship Scheme: Costs incurred to date.

Legal & professional fees: legal costs, data protection fees, debt collection and other professional services.

Consultancy fees: additional time support from the Secretariat for additional meetings/seminars.

The Survey School - Detailed Income and Expenditure Account.

Turnover:

Survey School Course Fees: Fees generated by the TSA course and other short courses that have been run in the year 2017.

Direct Expenses:

Tutor fees: Fees for both internal and external tutors.

Course fees: This includes for course lunches and hire of Pitchcroft (adjacent land owned by council) and graduation day costs.

Level 3 costs: Costs for registering The School as a ProQual centre, the training of the assessors and the development of the qualification.

Expenditure:

Management fee: cost of the admin staff at The Survey School plus a proportion of the bookkeeper's salary in Newark and additional management time from Newark.

Post and stationery: This includes for the cost of printing course manuals and postage.

IT Support: Development of new website, laptop installation, general IT support and data backup services.

Legal & Professional: Development of a Business Plan.

Depreciation: depreciation of equipment bought for The School. Assets at The School are the only assets owned by TSA.

APPENDIX IV

MINUTES OF AGM – 2017

REPORT OF THE 37th ANNUAL GENERAL MEETING OF THE UK LAND & HYDROGRAPHIC SURVEY ASSOCIATION LTD HELD AT 10.00 ON WEDNESDAY 29th MARCH 2017, AT THE NATIONAL BREWERY CENTRE, BURTON UPON TRENT, STAFFORDSHIRE, DE14 1NG

Attendees

Adam Bradley – Jacobs UK (AGM Chairman)
Nick Smith – 3D Services
David Johnson – Amethyst Surveys
Mark Jones – Amethyst Surveys
Tony Rogers – APR Services
Tim Viney – Atlantic Geomatics
Olly Viney – Atlantic Geomatics
Martin Sawyer – Brandon Surveys
Ian Balfour – Bury Associates Ltd
Phil Tapp – Bury Associates Ltd
Alison Watson – Class of Your Own
Nathan Spencer – CSL Surveys (Stevenage) Ltd
Chris Tutin – C T Surveys
Berkeley Dando – Dando Surveying Ltd
Richard Allen – EDI Surveys
Andy Pettifer – ELS Land Consultants
Ashley Mathieson – Freedom g map
Kate Bazeley – Freedom g map
Malcolm Wheatman – Global Surveys
Bob Dimond – H D Surveying Ltd
Jim Jackson – J C White Geomatics Ltd
Nick Blakeway – Jacobs UK
Steven Woodards – Jacobs UK
Andy Barton – Jelf
Oliver Brooks – Korec Group
John Fraser – Leica Geosystems
Mike Skicko – Leica Geosystems
Matthew Todd – Locate Surveys
Emma Poole – Lockton
Stuart Dimond – M K Surveys
Gordon Livie – M K Surveys
Adrian Halliwell – M & A Surveys
Martin Mulholland – MD Safety Management
Geoff Davies – MD Safety Management
Neil Harvey – Met Geo
Sam Roberts – Met Geo
Peter Maxwell – Midland Surveys
Rob Brassington – M J Rees & Co
Nick Hampson – MHLS
Diarmuid Murphy – Murphy Surveys
Mark McGarragh – Ogilvie Geomatics
Rob Wesson – On Centre Surveys
Andy Gilbert – Ordnance Survey
Steve Ashcroft – Paragon Surveys
Stuart Whenmouth – Randall Surveys
Stephen Postians – RPS Group
Charlie Cropp – SCCS
Carol Foley – SEP (Site Engineering Personnel) Ltd
John Gardner – SEP (Site Engineering Personnel) Ltd

Simon Bailey – Site Vision Surveys
David Crossley – Sitaline
Mark Kieras – Sitaline
Neil Richardson – Spatial Data Ltd
Mike Hopkins – Storm Geomatics
Sandy Weaver – Subsight Surveys
Peter Barker – Sumo Services
Peter Marsh – Sumo Services
Dave Orritt – Survey Operations
Ian Smith – Survey Operations
Graham Mills – Technics Group
Andy Beardsley – Terra Measurement
Darren Robson – Terra Measurement
John Lane – Terrain Surveys
Andrew Crumpler – The Survey School
Ian Pennington – Trimble
Damien Campbell-Bell – Wessex Archaeology

Also Present:

Rory Stanbridge – TSA Secretary General
Rachel Tyrrell – TSA Manager
Susan Murphy – TSA Office Manager
Sharon Wilkins – The Survey School

In Attendance (Guests)

Chris Little – Chris Little Training Services Ltd
Gordon Jenkins – CSCS
Dr Henry Mills – Newcastle University
Robin Sandry – Sandry Studio

1 Apologies

Chris Gill - AECOM
Olivia Masters – Airbus Space & Defence
Matt Dymond – Amethyst Surveys
Rob McLean – Archidata Ltd
Nick Smith – Buckingham Group
David Watterston – CD Surveys
Andrew Larch – CD Surveys
David Harwood – CD Surveys
Steve Walker – CSTA
Graham Stroud – Ground Surveys
Mike Guntripp – J C White
Anne King – Kingsland Surveys
Nick Minns – LSTC
Craig Simmonds – Macleod Simmonds
Eunice Williams – Marshall Survey
Kai Duebbert – Murphy Surveys
Stuart Edwards – Newcastle University
Jon Mills – Newcastle University
Norman Oliver – N D Oliver & Co
Peter Todd – Ordnance Surveys
Howard Wood – Site Surveying Services
Martin Penney – Technics Group

2 Approval of the report of the previous meeting

The minutes of the previous meeting were accepted without amendment.
Proposed by Nick Hampson and seconded by Mike Hopkins.

3 Matters arising

There were no matters arising.

4 To approve the Resolution: To receive the 37th Annual Report and the report and accounts for 2016.

These were accepted and approved without amendment.

Proposed by Olly Viney and seconded by Graham Mills.

5 To approve the Resolution: To appoint Park Accountancy as the Association's accountants for the coming year.

The Chairman stated that at last year's AGM a motion was proposed and carried to seek out a new firm of accountants. The new firm of accountants is Park Accountancy and so far they have performed very well. The resolution therefore is to appoint them for the year 2017.

Proposed by Adrian Halliwell and seconded by Tony Rogers

6 To announce the composition of the Council, and the incoming President and Vice President

The Chairman announced the composition of the new Council as:

Adam Bradley – President Vice President – Nick Hampson.

Council: Graham Mills, Adrian Halliwell, Mike Hopkins, Oliver Viney, Tony Rogers, David Watterston, Stuart Dimond, Sam Roberts and Peter Marsh.

The Chairman expressed his thanks to Mark Combes who stood down in October 2016 for his contribution to Council and the Presidency. He also expressed his thanks to Olivia Masters and Mike Page who have both stood down from Council. Finally he welcomed to Council Sam Roberts and Peter Marsh to Council following their recent election.

The Chairman stated that there is one place still available on Council and invited interested parties to speak to him over the lunchtime break. Subsequent to this, Nathan Spencer was co-opted on to Council.

7 President's Award

The President informed the meeting that Lockton, the recommended PI Insurers for TSA, had introduced in 2008 an annual prize to be awarded at the discretion of the President. The Award is given to a person who the President believes has made an outstanding contribution to The Survey Association or the survey profession.

This year the award was presented to Richard Maltby, by Emma Poole from Lockton, for his outstanding commitment to improving training standards within the survey profession. The presentation ceremony being carried out just before the lunchtime break. In addition to the trophy, a cheque in the sum of £100 will

be donated to a charity of the recipient's choice.

8 Any other business

There was no AOB.

9 Closing of AGM

The Chairman expressed his thanks to all members of Council and Committees for their continued efforts on behalf of TSA and to the Secretariat for their excellent and continuing support.

He then announced that the next TSA Conference will be held on Wednesday 8th November 2017, at the Museum of the Great Western Railway in Swindon. The topic is "**Surveying on the Railways.**"

The meeting closed at 10.15.