

**PROCEEDINGS OF THE SIXTEENTH ANNUAL GENERAL MEETING  
OF THE CHARTERED INSTITUTION OF CIVIL ENGINEERING  
SURVEYORS  
HELD ON 18 SEPTEMBER 2024  
THIS WAS A VIRTUAL AGM HELD ON MICROSOFT TEAMS**

The President determined the virtual meeting to be quorate and commenced the meeting at 9.35am.

**1. Notice convening the meeting**

President Batsetswe Motsumi welcomed members to the virtual AGM and read the notice convening the meeting.

**2. Apologies**

Apology received from Dr Andrew Evans.

**3. Minutes of the fifteenth AGM of the Chartered Institution of Civil Engineering Surveyors, held virtually on 20 September 2023 via Microsoft Teams**

The record of proceedings of the fifteenth AGM of the Chartered Institution of Civil Engineering Surveyors were ratified as correct by those present at the AGM with no objections.

**4. President's address**

The President welcomed the 40 members online who had attended the virtual meeting and delivered a verbal address. In particular he drew attention to the following achievements, issues and observations:

- Outlining the presidential theme of Adding Value Through Collaboration.
- CICES is dedicated to enhancing modern support to our current members and those who are interested in joining CICES and the enthusiasm displayed by CEO Simon Hamlyn and the team at Sale in welcoming our commitment to digital transformation.
- The importance of social value and the need to enhance our ability to attract, develop and retain the skills within our profession.
- The CICES strategy directs the institution to become even more equitable, inclusive and diverse in its actions and decisions.
- Members continue to support higher education in supporting new and existing geospatial engineering and commercial management courses. This is just another way of CICES adding value to the profession and society and I am specifically grateful to our chairs of all CICES regions for enabling this.

- To add value in what we do, it was important to carry out a thorough review of our relationships with fellow professional bodies and partner organisations at home and abroad to ensure that they are relevant and help us achieve our objectives.
- During this year of collaboration CICES has managed to reaffirm its existing relationships by entering into many targeted Memorandum of Understanding as well as develop new value adding ones.
- Approved development schemes have been totally reviewed during the year to focus on a structured plan of supporting our employer organisations.
- CICES continued to support the profession by hosting deeply educational lectures such as Manchester Lecture, Cambridge Lecture and CICES Commercial Management Conference as well taking part at Digital Construction Week and GeoBusiness.
- Special gratitude to CICES HQ staff who continue to serve the institution with distinction and passion by supporting our regions to deliver a programme of seminars/webinars and social events on a variety of topics and subjects which help our mission of continuous learning and improvement. Our regular publications continue to offer excellent learning materials for our members.
- Highlighting the work done by our team at HQ in protecting the CICES brand by providing hints, tips and guidance on how to use and enjoy our brand.
- Acknowledging the continuity provided by our past president Dr Andrew (Andy) Evans. Our members will know that Andy is passionate about the role of the civil engineering surveyor in addressing climate change challenges. He has been instrumental in developing policy and work in sustainability area as we aspire to meet the UK Net Zero targets. I urge everyone to watch out for the release of Sustainability and the Civil Engineering Surveyor Paper in Q4 2024.
- I am grateful for the opportunity to help shape our great institution as your president. As my tenure draws to a close, I look forwards to continuing to serve our members in a different capacity.

## 5. Finance report

Treasurer, Chris Birchall presented the finance report. Key points included:

- Thanking CEO Simon Hamlyn, all the CICES staff, and SURCO Directors and staff for their hard work and dedication throughout the year.
- The institution registers consolidated accounts (accounts which include both CICES turnover and that of its trading company, SURCO).
- SURCO's main income is from advertising and training. There is a lack of uncertainty around income from these sources but the financial model which we have in place limits our exposure to risk.
- In this digital age raising money from advertising is challenging but the SURCO team and in particular Guy Helliker continue to produce

outstanding amounts of revenue for CICES for which we are extremely grateful.

- Commercial and geospatial training is limited however BK SURCO has again made a significant contribution to SURCO's income. Thanks were given to John Battersby and all staff at JV BK SURCO for their incredible work during the year.
- Although training is limited it is important that relevant training is available and reminded members that SURCO has an ongoing agreement with Built Intelligence [www.builtintelligence.com](http://www.builtintelligence.com) whereby members can obtain a discount for online commercial courses.
- SURCO has made a small loss of £12,000 which is much better than the approximate £40,000 loss budgeted. It's not vital that SURCO makes a profit and its staff are an integral part of the institution which is beneficial to the running of the organisation and its worth to CICES is considerably more than appears in figures on the balance sheet.
- In the second year of its five-year strategic plan CICES had budgeted for a significant overspend, however excluding trading activities it is anticipated the CICES will show a small surplus of approximate £1,000 after an allowance of approximately £30,000 for depreciation.
- The overall deficit/loss of the two companies combined is therefore a loss/deficit of £11,000 (including a SURCO loss of £12,000).
- Having shown a significant surplus over the previous 12 years, to show a small loss now is easily manageable, and we are operating well within the budgeted overspend for this stage of the strategic plan.
- Looking ahead, we have managed to deal with the economic pressures on the industry.
- Our main income is of course from subscriptions and to date we haven't suffered a significant reduction in membership and a drive to increase members is part of our strategic plan.
- We are now in the third year of our new strategic plan, for which Council of Management has agreed a five-year budgetary plan, involving significant additional expenditure year on year. Despite the possible financial pressures which we might face we are strong financially, and we remain bullish and committed to delivering the plan.
- We wish to provide the best service we can to our members and we will be spending money to improve our database and website over the coming year, but rest assured, we will continue to monitor the situation closely, and take whatever actions are necessary to maintain the financial stability of the institution.

The accounts were not ready to be approved and would be available at a later date.

## **6. Election of the auditors**

Thanks were passed to Murray Smith Accountants. Moffatts Accountants were proposed as the new auditors at the previous Council of Management meeting and ratified at the AGM by those members present.

## **7. Investiture of the President**

The President advised that his term had now ended and Alison Watson was inaugurated as the new President. The formal presentation of the presidency will take place at the annual dinner on Friday 20 September at King's College, Cambridge University.

## **8. Appointment of the Senior Vice President and Vice President**

Alexandra Pearsall was appointed Senior Vice President and Marek Suchocki was appointed Vice President.

## **9. Composition of Council of Management**

The President thanked those Council of Management members who had given their time so generously and were now stepping down; John Fraser, Rob Hubbard, Michael McIlhatton, Byron Tyson and Adrienne Yarwood.

The President reminded members that in accordance with our Royal Charter and Bye-laws, our Council of Management is composed of the President, Immediate Past President, Senior Vice President and Vice President and up to a maximum of 14 elected members. There are four vacancies to be filled at the AGM today and four nominations received. It was also noted that there is a requirement within regulations (52) that those members of the Council who are elected are done so on the basis that at least one third of the members thereof (excluding the President) shall be either Geospatial Engineering Surveyors or Commercial Managers.

Following the ballot, the six individuals who have been elected on to Council of Management, based on number of votes achieved and compliance with regulation 52 were:

- Mark Coates
- Bernice Cowton
- Dr Andrew Evans
- Jim McCluskey
- Simon Navin
- Genna Rourke

On behalf of the institution, the President congratulated those who had been elected as new members.

Those who had put their names forward to become members of Council of Management but were unsuccessful were encouraged to re-apply next year and thanked for the continued commitment to the institution. The President and CEO would write to those who had been unsuccessful to arrange a meeting to see how their enthusiasm can be taken up in other areas where they may get involved.

On behalf of the institution, the President congratulated those who had been elected as new members. The new Council of Management comprises:

Alison Watson	President
Batsetswe Motsumi	Immediate Past President
Alexandra Pearsall	Senior Vice President
Marek Suchocki	Vice President
Chris Birchall	
Mark Coates	
Bernice Cowton	
Dr Andrew Evans	
Laxman Ghimire	
Peter Hallsworth	
Lewis Jefferson	
Jim McCluskey	
Simon Navin	
Genna Rourke	
Daniel Sum	
Afsheen Ul-Haq	
Russell Welsh	
Mark White	

**10. Any other business applicable to an AGM (with prior approval of the President)**

No other business.

The meeting closed at 10.05am.