

THE SURVEY ASSOCIATION
TWENTY SEVENTH ANNUAL REPORT

1 JANUARY – 31 DECEMBER 2006
AND ACCOUNTS FOR 2006.



THE
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ASSOCIATION

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TWENTY SEVENTH ANNUAL REPORT OF THE COUNCIL
YEAR 2006
AND ACCOUNTS FOR 2006.

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THE SURVEY ASSOCIATION
OFFICERS AND OFFICIALS 2006.

OFFICERS

PRESIDENT - MR J FURNISS

VICE-PRESIDENT - MR N HARVEY

OFFICIALS

SECRETARY GENERAL - MR T F DOUGHERTY &
MR R M STANBRIDGE

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TWENTY SEVENTH ANNUAL REPORT
OF THE COUNCIL OF TSA
YEAR 2006.

1 THE ASSOCIATION

1.1 Introduction

The last twelve months has seen the businesses of TSA members continue to prosper, with the membership numbers now well in excess of one hundred. The final figure being 8% up on the previous year.

In July 2006, the role of the TSA's Secretariat was transferred from the SSA to a new and dedicated office established in Newark and run by Rachel Tyrrell and Rory Stanbridge. The handover to all intents and purposes went as smoothly as anyone could have hoped for and the new office opened its doors both on time and on budget.

In August 2006, a new online polling system was introduced. This includes both the QISS survey, and a new monthly poll aimed at gauging members opinions on a wide range of issues. At the current time an average of 50% of the members vote each month.

Once again the health of the industry sector is clearly shown by the pressure on places in the TSA training course for technician surveyors. Member companies continue to fill the great majority of the available places, and it appears that this trend will continue in 2007. The course has also served as a recruitment tool for the Association

During 2006, 9 new member companies were admitted and 2 applications were being considered at the year end. In the month of January 2007, a further 4 applications have been received and are being processed. A sure sign of the increased awareness and vibrancy of the Association.

The two major events of the year, the AGM and the Discussion Group took on a different face last year. As most companies were so busy, it was decided that the AGM should be conducted as a lunchtime meeting at the World of Geomatics exhibition in Stoneleigh. The Discussion Group, which included a "Question Time" session in the afternoon, took place in October at Notts County FC. The attendance was in excess of fifty.

During the year, increased activity has seen relationships strengthened with the OS, CITB, EA and the RIBA, the latter resulting in TSA being asked to write a new architects specification. TSA continued to support Geomatics.org and has future initiatives planned for 2007 to ease the shortage of new entrants to the survey industry.

A five year business plan has been developed by Council and published on the TSA Website, a medium which will become increasingly important in the years to come. Reports of each Council meeting are now published on the site enabling the members to see what is happening within TSA on a regular basis.

1.2 The Officers of the Association

At the 2006 Annual General Meeting, Mr John Furniss of Malcolm Hughes Land Surveyors was confirmed as having been elected President by the Council for one year, and Mr Neil Harvey of MET Surveys was confirmed as Vice President for one year.

1.3 The Council

Council members at 31 December 2006 are listed at Appendix I.

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 Council budget for the year was set in January 2006 with the aim of producing a small surplus for the year ending in December 2006. This allowed for the establishment of the new Secretariat and all the costs that entails. The increased costs of marketing and lobbying have all been absorbed and the predicted surplus has been achieved.

2 THE ASSOCIATION'S ACTIVITIES

2.1 Introduction

All Council members serve on one or other of the four 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 to all those who have devoted time to Council and Committee activities during 2006. Support of the Association by the member companies is key to its future development. 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. The closer TSA can come to being able to demonstrate total active involvement of its member companies, the better and more effective the Association can be.

Supplier Members, the numbers of which are increasing, are encouraged to become more involved with sponsorship of events, and thanks go to those members that contributed last year. Further opportunities for sponsorship are currently under consideration to enable the Supplier members to take an even more active role in TSA business.

2.2. Membership and Internal Affairs Committee

Part of the remit for the MIA committee is to assess the suitability, both professionally and financially, of new applications to join the Association. A total of 9 new members were accepted during 2006, continuing the growth established in the previous years.

Generic Health & Safety documentation produced by TGF continued to sell well, and a successful members' seminar on H&S run by TGF and held at Leica took place in early 2007. The long awaited and revised set of Terms and Conditions were finalised and approved in July and offered to the members. A total of 41 companies requested the electronic copies.

The MIA committee is responsible for both the AGM and the Discussion Group and more information is contained on these two events elsewhere in this document. The new "Question Time" format for the October Discussion Group will be repeated this year and it is anticipated that this will become an annual event.

A new set of procedures for the running of TSA was adopted including the assessment of new members, Council elections, annual returns and a new complaints procedure. Further procedures will be adopted as deemed necessary.

The PI scheme run by Lockton, formerly Alexander Forbes, continues to attract new members. At the end of 2006, just over 50% of eligible members were included in the scheme.

In line with the recently developed Business Plan, a recruitment drive commenced at the end of 2006 and will be continued throughout 2007 and beyond. The intention is to increase membership to 175 by the end of year five.

2.3 Public Relations Committee

The external profile of TSA has grown rapidly and this is increasingly apparent in the number of hits that the website received during the year. TSA saw a 70% increase in visitors to the site during 2006 compared with 2005. Hits average nearly 3,000 per month and it is the first port of call for clients, prospective members and students. The Committee revamped the Members Only area in August to encourage better communication and it now provides information on how the Association was formed, AGM, Discussion Group and Council reports, all the benefits available to members, past QISS and poll results for example.

Three editions of TSA Bytes were produced and distributed during the year. One special edition was for use at World of Geomatics – held at Stoneleigh on 29-30 March, where TSA once again took stand space, this time alongside ICES and RICS. The stand was busy for the two day show and the majority of enquiries were regarding membership and the training course. TSA also produced regular articles for Geomatics World magazine, plus a piece for Premier Construction and also the CES Yearbook.

The Membership Directory was updated and published during the summer. 4500 copies were distributed to a database of civil and consulting engineers, architects and local authorities.

TSA's Lobbyist, Ian Beaumont, held discussions with the Construction and Industry Training Board (CITB) with regard to the trouble that members were having with the CSCS scheme. Members provided a wealth of information and, following meetings and correspondence, a solution has been proposed by CITB.

Using a targeted database of MPs with an interest in or links to the surveying industry, Ian helped draft letters seeking their support for TSA's activities and also highlighted the fact that TSA will be holding a lobbying event at the House of Commons in May 2007. Ian also attended meetings with DEFRA and the Environment Agency regarding the cuts to both organisations budgets and the knock-on effect this has on TSA member companies.

2.4 Technical Committee

The Technical Committee began the year with a brainstorming session and the focus for the year has been updating and producing a range of Guidance and Technical notes for both the use of members and clients. A new section of the website has been created and new material on Terrestrial Laser Scanning, Determined Boundaries, How to Tender and Working on Railways is available to site visitors as a pdf download.

Members are now actively encouraged to direct their clients to this important section.

More topics are being drafted and will be uploaded shortly. The Committee was also asked by RIBA to write a Survey Specification for Architects and this is now also available on the website.

The Committee has also looked at the issue of protecting and securing equipment and a guidance note on this topic is being put together, after consultation with both manufacturers and insurers.

2.5 Finance Committee

The Finance committee ceased to operate in July 2006 as a result of the new Secretariat arrangements. It was agreed by Council that, as the finances would now be managed more strictly than at any time in the past, it would be sufficient for the President and/or Vice President to manage the finances with the assistance of the Secretariat. This has proved to be very successful and a number of errors discovered in the accounts at the handover from the SSA have now been resolved. A new method of instalment payments has been adopted to alleviate many of the problems created in previous years by the late issuing and payment of invoices.

APPENDIX I

THE COUNCIL: 2006

Mr J Furniss	-	Malcolm Hughes Land Surveyors Ltd
Mr N Harvey	-	MET Surveys Ltd
Mr A Rogers	-	APR Services Ltd
Mr J Witherden	-	Aworth Land Surveys Ltd
Mr B Becker	-	Becker Geomatics Ltd
Mr L E Neill	-	BKS Surveys Ltd
Mr G Moates	-	C A Design Services Ltd
Mr J B Waterman	-	Cartographical Surveys Ltd
Mr B Spencer	-	CSL Surveys Ltd
Mr P Lyons	-	Electrodetection Ltd
Mr A S Thunhurst	-	M J Rees & Co Ltd
Mr R Otto	-	The Severn Partnership Ltd

APPENDIX II

COMMITTEE STRUCTURE: 2006

1. Membership and Internal Affairs

Mr J Witherden (Chairman)
Mr B Spencer
Mr J Furniss
Mr B Becker

2. Finance

Mr J Furniss (Chairman)

3. Public Relations

Mr N Harvey (Chairman)
Mr A Thunhurst
Mr J Waterman
Mr G Moates
Mr T Burton

4. Technical

Mr A Rogers (Chairman)
Mr L Neill
Mr P Lyons
Mr R Otto
Mr P Brownnett

Notes:

1. Seconded participants in Committees are:-

Mr T Burton BKS Surveys Ltd
Mr P Brownnett Infoterra 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 Discussion Group.

FINANCE – Stewardship of TSA finances.

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.