

**THE SURVEY ASSOCIATION**  
**TWENTY EIGHTH ANNUAL REPORT**

**YEAR 2007**  
**AND ACCOUNTS FOR 2007.**



**THE**  
**SURVEY**  
**ASSOCIATION**

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**TWENTY EIGHTH ANNUAL REPORT OF THE COUNCIL**  
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**THE SURVEY ASSOCIATION**  
**OFFICERS AND OFFICIALS 2007.**

**OFFICERS**

**PRESIDENT** - MR N HARVEY  
**VICE-PRESIDENT** - MR J WATERMAN

**OFFICIALS**

**SECRETARY GENERAL** - MR R M STANBRIDGE

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# **TWENTY EIGHTH ANNUAL REPORT** **OF THE COUNCIL OF TSA** **YEAR 2007.**

## **1 THE ASSOCIATION**

### **1.1 Introduction**

The last twelve months has seen the businesses of TSA members continue to prosper and membership numbers expand to the current figure of 120 as this report is being written.

The lobbying campaign which commenced with the House of Commons Reception in May 2007 has continued unabated. The latest meeting being held with Hilary Benn in Westminster. A number of other MP's have been visited and TSA is now a part of the Defra Stakeholder Forum, a Government advisory body. A report is being prepared on all of these meetings and the Council diary is available on the TSA website.

TSA's Secretariat established in 2006 in Newark, continues to provide a constant and professional service to the members. A poll carried out in September showed that the vast majority of the membership are happy with the new arrangements and felt that the service was better than that previously offered by the SSA.

Once again the health of the industry 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 2008. The course has also served as a recruitment tool for the Association. The quest for recognition of the course continues and is one of the main aims of the forthcoming lobbying campaign in 2008.

The two major events of the year, the AGM and the Discussion Group were both deemed a great success. The AGM was held in Doncaster and the Discussion Group was held in Cheltenham, so continuing the trend of taking the meetings around the country to the members. Attendance at both was excellent and lively debate was enjoyed.

The SLG, Survey Liaison Group (ICES, RICS and TSA) met twice in the year to discuss topics of mutual interest with a joint conference being planned for 2009. The Secretariat duties for the group have now been taken over by TSA.

In 2007 TSA became a member of the UK GEOForum, a group of companies and associations dedicated to increasing awareness in geography. This ties in very well with the development and introduction of TSA's Become a Surveyor website, aimed at increasing awareness at schools in a career in surveying.

The five year business plan developed and adopted by Council and published on the TSA Website, continues to be monitored by all the committees and is updated as deemed necessary. The introduction of new categories of membership being just one of the tasks completed during the year.

## **1.2 The Officers of the Association**

At the 2007 Annual General Meeting, Mr Neil Harvey of Met Surveys was confirmed as having been elected President by the Council for one year, and Mr John Waterman of Cartographical Surveys was confirmed as Vice President for one year.

## **1.3 The Council**

Council members at 31 December 2007 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 2007 with the aim of producing a small surplus for the year ending in December 2007. 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 2007. 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. 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, chaired by John Witherden, is to assess the suitability, both professionally and financially, of new applications to join the Association. In July 2006 at the introduction of the new Secretariat, membership stood at 97. By November 2007 this figure had risen to 113. A further 9 applications have been approved by Council in 2008, in line with the projected membership numbers of 130 by the end of the year.

The increase in membership has been achieved as a result of increased promotion, greater awareness of the association from the lobbying campaign, and membership introductions. Two new categories of membership, Academic and Affiliate were devised by MIA and approved by the members at the Discussion Group in October. Two academic members, Newcastle and Nottingham Universities, have since been admitted into membership.

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 2008. This will now become an annual event and the seminar papers will be made available at minimal cost to those companies unable to attend.

The PI scheme run by Lockton continues to attract new members. At the end of 2007, well over 50% of eligible members were included in the scheme. Lockton's have also agreed to sponsor an annual award, The President's Award, the first of which will be presented at the AGM.

The committee spent a considerable amount of time in 2007 developing and introducing the CCD (Continuing Company Development) scheme. The papers and guidance notes were despatched to all members in December and the first business training seminar was held at Aston Villa in January. It is planned to run at least three seminars per year of this nature.

### **2.3 Public Relations Committee**

The item that dominated the PR Agenda for the first part of the year was the Reception for MPs in the Terrace Pavilion at the Houses of Parliament on 16 May. At the beginning of 2007, TSA secured the services of a Westminster based political lobbying company – AS Biss

& Co Ltd, now known as Mandate. The Mandate team worked closely with the Secretariat on preparing specially targeted invitations, letters and PR material ahead of the event. The agreed theme was the role of the Surveyor in Flood Prevention, as flooding is one of the top issues for politicians and would guarantee interest and attendance. The event was generously supported by Leica Geosystems, Trimble and Topcon both financially and also on the day, with a great display of the latest surveying equipment for MPs to see. The Reception was a real success with over 45 MPs and researchers attending on the day and over 160 MPs requesting the briefing material. A separate Lobbying Summary has been distributed to members with details of how TSA's profile has been raised and all the lobbying achievements to date.

A special edition of TSA Bytes was produced and 11,500 copies distributed.

The main TSA website continues to attract a steady number of hits a month and is the preferred option for clients looking for a surveyor. At the Cheltenham Discussion Group members overwhelmingly agreed with the Council decision that in the future the Directory would be a web based delivery system. TSA is now working on a completely new, vastly improved website to further enhance and raise the Association's profile and provide a complete online resource for everyone. The website [www.becomeasurveyor.co.uk](http://www.becomeasurveyor.co.uk) is now up and running as an active promotion of the surveying profession to students and has already attracted a lot of interest.

#### **2.4 Technical Committee**

The Technical Committee under the chairmanship of Richard Otto continued to work hard on a number of vitally important issues for the surveying industry. The subjects covered during the year were:

- Inshore Hydrography
- Confined Spaces
- Working at Height
- Working on Railways
- Heighting accuracy from Aerial Photography
- Underground Utility Mapping
- Terrestrial Laser Scanning.

Guidance notes on many of these subjects are now available on the TSA website and others will be published as they are completed.

In addition to the development of the guidance notes and the monitoring of the survey training course, the Technical Committee was responsible for the development of a ground breaking agreement between TSA, Ordnance Survey, Leica and Trimble. This group which first met to discuss some of the industry concerns about GPS accuracies, has now commissioned the production of an independent best practice manual and report on achievable GPS accuracies by Newcastle University. This is the first time that TSA and the OS have co-operated on such a venture and agreed to jointly finance it with the two equipment suppliers. A sure indication of the increased respect from within the OS towards TSA.

#### **2.6 Finance Committee**

The Finance committee ceased to operate as a core committee 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 stringently 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 and a nominated Council member. This year John Furniss has fulfilled this role on behalf of Council. This has proved to be very successful, John Furniss noting that, in his opinion, the accounts are in a better state than at any other time in the association's history.



The budget was presented by the Secretariat and agreed by Council in January 2007 to once again produce a small surplus. This has been achieved despite the increased additional ongoing costs of the lobbying activities. The increase in income called for in the adopted Business Plan has resulted in a projected income of £160,000 for the year 2008, compared with £88,000 for the year ending in December 2003.

Council agreed in 2007 that the reserves should be increased each year in line with inflation from the current figure of £60000.

**APPENDIX I**

**THE COUNCIL: 2007**

Mr N Harvey	-	MET Surveys Ltd
Mr J Furniss	-	Malcolm Hughes Land Surveyors
Mr J Witherden	-	Aworth Land Surveys Ltd
Mr A Rogers	-	APR Services Ltd
Mr L E Neill	-	BKS Surveys Ltd
Mr J B Waterman	-	Cartographical Surveys Ltd
Mr B Spencer	-	CSL Surveys Ltd
Mr B Becker	-	Becker Geomatics Ltd
Mr G Mills	-	Sitechnics Ltd
Mr G Moates	-	C A Design Services Ltd
Mr R Otto	-	The Severn Partnership Ltd
Mr S Rixon	-	Halcrow Geomatics

## APPENDIX II

### COMMITTEE STRUCTURE: 2007

1. Membership and Internal Affairs

Mr J Witherden (Chairman)  
Mr B Spencer  
Mr J Furniss  
Mr L Neill

2. Finance

Mr J Furniss (Chairman)

3. Public Relations

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

4. Technical

Mr R Otto (Chairman)  
Mr G Mills  
Mr B Becker  
Mr S Rixon  
Mr P Barker  
Mr P Brownett

#### Notes:

1. Seconded participants in Committees were:-

Mr T Burton	BKS Surveys
Mr T Viney	Atlantic Geomatics
Mr P Barker	Stratascan
Mr P Brownett	Infoterra

### **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.