

THE SURVEY ASSOCIATION
THIRTY THIRD ANNUAL REPORT

YEAR 2012
AND ACCOUNTS FOR 2012.



THE SURVEY
ASSOCIATION

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THE SURVEY ASSOCIATION
OFFICERS AND OFFICIALS 2012.

OFFICERS

PRESIDENT - Mr Graham MILLS

VICE-PRESIDENT - Mr John WITHERDEN

OFFICIALS

SECRETARY GENERAL - Mr Rory M STANBRIDGE

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THIRTY THIRD ANNUAL REPORT **OF THE COUNCIL OF TSA** **YEAR 2012.**

1 THE ASSOCIATION

1.1 Introduction

The year of 2012 was once again a fairly difficult one for members although membership numbers increased slightly during the year. Towards the end of the year a noticeable increase in vacancies within membership gave hope for the future. These were advertised free of charge on the TSA website, another real benefit of membership. The general consensus is that the market is improving so let's hope it continues in that vein.

There were two major events held in the year, the AGM and the Discussion Group. The AGM was held at the new HQ of the Ordnance Survey in Southampton and included the launch of the new Network RTK GNSS study as well as a session on survey education. The Discussion Group meeting was held in October at the National Space Centre in Leicester. 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. It is currently engaged in the development of a joint conference to be held in 2014.

A rapid rise in the amount of traffic to the TSA website and the use of social media has ensured that TSA is now known in over seventy countries. The website alone has been attracting over 25000 hits per month in the recent period.

Council met as usual four times in the year. The amount of business now conducted at these meetings has been greatly assisted by the use of electronic communications ensuring that best use is made of members' time.

Finally, in 2011 TSA introduced its first bursary scheme. The sum of £2000 was awarded and shared by two Geomatics students from Newcastle University who were presented with their cheques at the Discussion Group meeting in November. This was repeated in 2012 and was awarded again to two different 2nd year students from Newcastle University.

Message from the President – Graham Mills



I sit here putting pixel to screen just after George Osborne has delivered the spring budget. What a totally unenviable job he has! He somehow needs to balance the objective of reducing the massive deficit not to mention the national debt, whilst investing in the future, stimulating growth and also trying to keep people happy, against a backdrop of considerably lower income and less people to sell to due to the struggling other world economies and of course the threat of fast growing countries such as India, China and Brazil. Rather him than me, but then is his situation not just a reflection of what we all face in a micro way in our businesses? We have to control our debt, we must invest in the future, which includes our staff, infrastructure and equipment, we need to stimulate growth by educating people about what we do and by harnessing new technologies. We need to keep our staff happy but can't afford the salaries they want, our industry backdrop is one where we are commanding significantly lower fees than we should be for the service we offer and the responsibility we have, there are less people to sell to and the average client expects fast project turn around, excellent data produced by modern equipment but is still buying mainly on the cheapest price.

Just like the recovery of the country we must dig in for the long haul, as frustrating as it is the new reality is here and we need to work out what we can do within it.

Having said the above it is worth noting that talking to other members the mood appears to be good at the moment and generally the industry is busy. Being busy is a great backdrop but we must all balance many things to maintain and grow a successful business.

We have a highly skilled workforce operating in the technically advanced industry which forms the foundation to all property and construction, we must value highly the products we produce and the service we offer and we must help our clients and the wider property market to value us.

Talking of investing in the future, just when we thought that we were secure having invested time and cash in the game changing world of scanning, along trots BIM. Barely a conversation goes by now within BIM cropping up somewhere leaving us considering what our part will be in this new world and again what investment is needed in upskilling and new software or equipment. So that's it then, BIM is what we need to spend our time and energy on.... but, wait a minute, I see a UAV has just appeared above the horizon..... Exciting times!

So side stepping my soap box for a second, let's look at how TSA has been getting on in the last year.

Membership at the end of 2012 had grown to 138, which is fantastic; enquiries for membership also continue to grow.

TSA continues to embrace social media and there are now 1,586 members of TSA LinkedIn group, 706 up on last year and we have 580 followers on Twitter, up 246 on last year. Our refreshed website was rolled out and complimented by a mobile compatible design. The website had 24,000 hits in January 2013 and 26,000 in February 2013, very impressive and more than double the hits of this time last year.

The London Mapping Festival, of which TSA was a supporter, started in June 2011 and came to an end in December 2012. The last event was a showcase held at Lords cricket ground where TSA had a stand and Mark Combes gave a TSA branded talk titled Movement, Measurement and Modelling.

During 2012 new client guides have been created and published with the following titles: - Commissioning Surveys of Watercourses, Aerial LiDAR, Mobile LiDAR, Topographical Surveys, Achievable Accuracies, and Satellite Imagery.

The Network RTK GNSS Report & Best Practice Guide were produced as well as a Briefing Notes on Class 3R Lasers.

TSA sits on the BSI drafting panel for PAS 128, at UMA and BACK meetings. Peter Barker's tireless work supports all of these initiatives.

TSA continues an excellent programme of free member seminars, the technical ones getting 'sold out' within a few hours of being published, the business ones being disappointingly harder to fill!

Member benefits have expanded to include a Motor Insurance Policy and External Training Course page on the website which is free to relevant members. A discounted Remote Data Backup service is new for members in 2013.

To help encourage young people into the industry we have updated the Become a Surveyor website, awarded 2 bursaries to students and continued to work with Class of Your Own.

TSA continues to work with RICS and ICES via the Survey Liaison Group. A highlight for me personally was attending the ICES President's dinner at Warwick Castle.

The above is just a snapshot of the activity that is going on and the results we are seeing, unsurprisingly it does not happen by magic and there are many people who keep TSA alive, therefore I and the members need to express our gratitude and thanks. At the heart of TSA Rory, Rachel and Susan pump the lifeblood around in an efficient, professional and smooth manner. The vital organs that are the various committees are magnificently commanded by John Witherden, Stuart Dimond and Peter Barker. The financial brain is kept in great condition by John Furniss. All committee members bring energy and life to the body as do many people who freely offer their time and knowledge. We continue to be supported by organisations that offer member benefits and particularly those that offer venues for seminars, so for that my thanks go to Autodesk, Leica Geosystems, The Survey School and Lockton. Lockton also hosted numerous Mapping the Meridian meetings and have again donated the President's prize.

I am proud of what TSA has become and what we are achieving. TSA is going places, roll up your sleeves, hop on board and enjoy the ride.

E: Graham.mills@technicsgroup.com

Linkedin: <http://uk.linkedin.com/in/grahammills1>

Twitter: @GrahamMills1

1.2 The Officers of the Association

At the 2012 Annual General Meeting, Mr Graham Mills of Technics Group Ltd was confirmed as having been elected President by the Council for one year, and Mr John Witherden of Aworth Land Surveys was confirmed as Vice President for one year.

1.3 The Council

Council members at 31 December 2012 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 abbreviated accounts for the year 2012 can be found at APPENDIX III. The full accounts for 2012 and those of previous years may be found on the Members' Only area of the website.

1.6 Minutes of the previous meeting

The minutes of the previous meeting held in 2012 can be found at the end of this document.

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 again to all those who have devoted time to Council and Committee activities during 2012. 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 2012 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.

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. 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



John Witherden, Chairman

Part of the remit for the MIA committee, chaired by John Witherden in 2012, is to assess the suitability, both professionally and financially, of new applications to join the Association. Despite the slightly depressed state of the economy, applications for membership continued to be received and by the end of 2012 membership stood at one hundred and thirty nine. Application packs continued to be sent out on request and in 2012 a record number of eighty five packs were sent to prospective members, some of whom have been told by clients that they must join TSA to qualify for tender procedures.

Much of the work of the MIA committee in 2012 was to again assist the members with support and advice. To this end in 2011 it was agreed by Council to run a series of technical seminars at The Survey School in Worcester. These proved to be very successful and were repeated in 2012 with a total of five seminars being run. The H&S seminar has now become an annual fixture and our thanks go to Leica for continuing to host it each year.

The annual Discussion Group was held in November at the National Space Centre in Leicester. A truly superb venue matched by the quality of the speakers which included a video link to a speaker in the United States. The subject of the day was "Above and Below" and concentrated on emerging technologies to measure the earth both above and below ground. A superb day all round. The annual bursary award was presented on the day by Graham Mills to two students from Newcastle University who seemed to have left the meeting with a greatly enhanced opinion of both TSA and the industry in general.

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 PI scheme run by Lockton continues to attract new members. At the end of 2012, well over 60% of eligible members were included in the scheme. Adam Axtell Powell from Lockton continues to work with TSA and its members giving advice and guidance when required. In 2008, Lockton introduced and sponsored the Presidents' Prize which in 2012 was awarded to Matt French for his work in regard to the MIA committee. In 2012 Lockton also developed and announced a new Fleet Car Policy for TSA members.

JELF, another supplier member of TSA, continue 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.

MIA continues to look for opportunities to assist the membership both in terms of advice and benefits. A number of new ideas are already on the agenda for 2013.

2.3 Public Relations Committee



Stuart Dimond, Chairman

The Committee was chaired by Stuart Dimond in 2012.

As TSA's website is the most powerful promotional tool the Association has, time and effort was spent on refreshing the look, feel and structure in 2012. This was not the radical overhaul and redesign that was completed in 2008, but still a very important project. The refreshed site was uploaded in May and included a new Blog section, plus new features on the home page including links to TSA's social media profiles.

The site averaged 12,900 hits each month in 2012 and increased dramatically during the last few months of the year, due to the explosion of interest in the 'Job Opportunities' page. This is still a free service for members and incredibly popular. An 'External Training' page was also added.

TSA's LinkedIn Group grew from around 700 individuals at the start of the year to over 1,200 by the close of 2012. Group Rules have been enforced, thus ensuring that non-members do not use the Group to benefit from free promotion. TSA's Twitter profile is used to increase awareness and link up with the website. Followers grew from 300 to over 500 during the year.

TSA engaged the services of LDMS PR to assist in the promotion of the new Network RTK GNSS Report and updated Best Practice Guide, which were uploaded in April 2012. To date, the documents, along with the original Network RTK Report (2008) have been downloaded nearly 5,000 times in 77 countries.

MHP have continued to provide excellent Political Monitoring Reports every month, which are distributed along with 'TSA Update'.

TSA supported the London Mapping Festival and GeoData shows in 2012. TSA took stand space and also provided a Keynote Speaker, Mark Combes, at the Mapping Showcase at Lord's Cricket Ground in December.

2.4 Technical Committee



Peter Barker, Chairman

The Technical Committee under the chairmanship of Peter Barker has continued to work hard producing documents on a number of relevant topics relating to the surveying industry. The documents are all downloadable FREE from the TSA website and to date over 25000 downloads have been completed from over 70 countries.

Completed projects:-

- Aerial Lidar
- Mobile Lidar
- Achievable Accuracies from Modern Photogrammetric Systems
- Satellite Imagery Survey
- How to Tender
- A Briefing Note on Safety Recommendation for Class 3 Lasers

Work in Progress topics:-

- Setting Out
- UAV (Unmanned Aerial Vehicle)
- RFID's (Radio Frequency Identifications)
- MP Flood Guide
- Terrestrial Laser Scanning
- Measured Building Surveys
- Instrument Calibration
- Anti-theft measures for instruments
- Revision of Utility Survey Guidance Note to incorporate PAS128

The Discussion Group meeting in November was titled 'Above and Below' and Peter was asked to arrange presentations for the afternoon session 'Below'. This was a great success with presentations from BAA, RSK Stats, GSB Prospection and a live presentation from Nick Zembillas (Cardno TBE) from America, a first for TSA.

There has been considerable industry concern expressed over the activities of some contractors in the Utility Mapping arena. As a result TSA was invited to get involved with the formation of the UMA (Utility Mapping Association) aimed at improving standards. TSA is represented by Peter Barker on the UMA Committee

TSA has been invited to assist in the development of A pas (Publicly Available Specification) for Utility Surveying. The first draft of this BSI standard specification was sent out just before Christmas to the 15 organisations on the steering group and 500 comments had been received. The next draft is scheduled for late March or early April 2013. This will be sent to a review panel of about 100 identified stakeholders and also to public consultation. Publication date is due in August 2013.

A UAV (Unmanned Aerial Vehicle) Seminar is being arranged in June 2013 and it is hoped to hold an annual "one day" seminar thereafter on a subject of genuine relevance and interest to the surveying industry.

2.5 Finance Committee



John Furniss, Chairman

The Finance committee under the Chairmanship of John Furniss drew up the budget for 2012 in December 2011, once again at a time of great uncertainty for the survey industry. As in previous years, the budget is drawn up by the Chairman of Finance, the President and the Secretary General prior to being presented to Council for approval.

The budget forecast was for a break even situation. The subscriptions for the year 2012 were increased in line with RPI resulting in a slightly increased income from that achieved in 2011. This enabled predicted expenditure to increase on various items such as lobbying, training courses, and the website. Money spent on the website is seen as good value as this is now the main route of advertising for TSA and as can be seen from the PR report has produced dramatic results.

An increased number of applicants to join TSA resulted in further increased income, above the budget forecast, as did the commission from the two insurance schemes run on behalf of TSA and the income from the TSA Survey Training Course. An underspend on member training courses and a couple of other items resulted in a minor profit which was then increased due primarily to a change in accounting procedures to reflect the money laundering regulations.

I am pleased to report that TSA is working well within a tight budget and we have forecast that the budget for 2013 will not show any reduction in the services and benefits to members. The Reserves are at the required level and expenditure remains strictly under control.

APPENDIX I

THE COUNCIL: 2012

Mr Graham Mills	-	Technics Group Ltd
Mr John Furniss	-	Malcolm Hughes Land Surveyors Ltd
Mr John Witherden	-	Aworth Land Surveys Ltd
Mr Andy Bradford	-	APR Services Ltd
Mr Matthew French	-	Fathoms Ltd (Resigned April 2012)
Mr Trevor Burton	-	Fugro-BKS Ltd (Resigned April 2012)
Mr Peter Barker	-	Sumo Services Ltd
Mr Stuart McKendrick	-	40Seven Ltd (Resigned April 2012)
Mr Adrian Halliwell	-	M&A Surveys Ltd
Mr Mike Hopkins	-	Storm Geomatics Ltd
Mr Stuart Dimond	-	M K Surveys Ltd (Appointed April 2012)
Mr David Watterston	-	CD Surveys Ltd
Mrs Olivia Masters	-	Infoterra Ltd (Co-opted April 2012)
Mr Adam Bradley	-	Jacobs Ltd (Appointed April 2012)
Mr Mark Combes	-	Severn Partnership (Appointed April 2012)

APPENDIX II

COMMITTEE STRUCTURE: 2012

1. Membership and Internal Affairs

Mr Matthew French	(Chairman to April 2012)
Mr John Witherden	(Chairman from April 2012)
Mr John Furniss	
Mr Adrian Halliwell	
Mr Mark Combes	

2. Finance

Mr John Furniss	(Chairman)
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3. Public Relations

Mr Trevor Burton	(Chairman to April 2012)
Mr David Watterston	
Mr Graham Mills	
Mr Stuart Dimond	(Chairman from April 2012)

4. Technical

Mr Peter Barker (Chairman)	
Mr Stuart McKendrick	(Resigned April 2012)
Mr Mike Hopkins	
Mr Andy Bradford	
Mr Adam Bradley	
Mrs Olivia Masters	

Notes:

1. Seconded participants in Committees were:-

Mr Adam Bradley	Jacobs Ltd (to April 2012)
Mrs Olivia Masters	Infoterra (to April 2012)
Miss Charlie Matthews	MBS/Leica (from April 2012)

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, seminars and the AGM.

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.

APPENDIX III

ACCOUNTS: 2012

The full set of accounts can be found on the TSA website and downloaded if required. The detailed P/L and B/S are attached to this report.

Notes to the annual accounts, major items only:

Income:

Income: this item is for membership subscriptions. The subscription income is slightly higher than in 2011.

Miscellaneous income: This figure primarily represents the contributions from the stakeholders for the latest RTK study, (RICS, OS, Topcon, Leica and Trimble.)

Course fees: commission from non members' participation in the Survey Training Course. This is higher than in 2011 as the effects of the recession are eased.

Commission receivable: commission received from the PI Insurance scheme run by Lockton. This also includes income from other partner benefits.

New member enrolment fees: application fees for new members to join TSA.

Expenditure:

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

Reports & research studies: the fee for the RTK study carried out by Newcastle University. (See income above.)

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

General travel expenses: Council and Secretariat costs for attendance at meetings, seminars and other relevant events.

Management fee: fee for the running of the Secretariat. The fee was increased in 2012 in line with RPI.

Members training: the costs associated with running the members' business development and technical seminars. This is reduced from 2011 as more Technical Seminars rather than Business Improvement Seminars were run.

Meeting expenses: this item is for costs associated with the AGM, the Discussion Group and all Council and Committee meetings.

Legal & professional fees: includes the cost of credit checks on new applicants, legal costs and any other professional services such as new member assessment visits.

Secretariat fees: this includes rent, phones, postage, printing, travel, etc.

Computer software etc.: costs of changes and updates to the website, software updates and remote backup and access.

Technical support: annual awards ceremony at the Survey Training School and technical support for Newark.

Sundry expenses: this sum includes the annual bursary payment of £2000.

APPENDIX IV

MINUTES OF AGM – 2012

Subject: REPORT OF THE 32nd ANNUAL GENERAL MEETING OF THE UK LAND & HYDROGRAPHIC SURVEY ASSOCIATION LTD HELD AT 10.15 ON THURSDAY 19TH APRIL 2012, AT THE ORDNANCE SURVEY HQ, ADANAC DRIVE, SOUTHAMPTON, SO16 0AS.

Attendees

Graham Mills – Technics Group (AGM Chairman)
Andy Bradford – APR Services
Dan Thain – APR Services
John Witherden – Aworth
David Watterston – C D Surveys
David Andrews – English Heritage
Matt French – Fathoms
Trevor Burton – Fugro-BKS
Ian Coddington – Jacobs
Andy Barton – Jelf Lampier
David Orde – Korec
Dominic Gregory – Korec
Steve Hawkins – Laser Surveys
Simon Mears – Leica Geosystems
Robert Brown – Lewis Brown
Ian Lewis – Lewis Brown
Ben Rice – Lewis Brown
Ben Waterton – Lockton
Adam Axtell Powell – Lockton
Stewart Hunt – Longdin & Browning
Jim Loy – Loy Surveys
Adrian Halliwell – M & A Surveys
Stephen Rixon – M J Rees
Stuart Dimond – M K Surveys
Charlie Matthews – MBS Survey Software
Bernhard Becker – MHLS
John Furniss – MHLS
Chris Dunster – Mole Data Surveyors
Steve Ashcroft – Paragon Surveys
Mark Combes – Severn Partnership
Mike Orritt – Site Engineering Personnel Ltd
David Crossley – Sitaline
Rachel Allison – Sitaline
Mark McGarragh – Star Net
Jason Bartlett – Star Net
Mike Hopkins – Storm Geomatics
Peter Barker – Stratascan
John Lane – Terrain Surveys
Andy Givens – Topcon
Anthony Mills – Trimble
Tomas Dyjas – Trimble

Also Present:

Rory Stanbridge – TSA Secretary General
Rachel Tyrrell – TSA Administration Manager
Susan Murphy – TSA Administration Assistant

Guests

Bill Pryke – ICES
Mark Lawton - Skanska

1 Apologies

Tim Viney – Atlantic Geomatics
Guy Moates – C A Design Services
Paul Bryan – English Heritage
Chris Edge – Glanville
Graham Stroud – Ground Surveys
Jason Smith – ICES
Mike Guntripp – J C White
John White – J C White
David Bennett – Korec
Mark Johnson – Landmark Surveys
Bob Jones – On Centre
David Damant – Randall Surveys
Simon Bailey – Site Vision
Douglas Brown – Star Net Geomatics
Martin Weaver – Subsight
Ian Smith – Survey Operations

2 Approval of the report of the previous meeting

The minutes of the previous meeting were accepted without amendment. Proposed by Matt French and seconded Jim Loy.

3 Matters arising

There were no matters arising.

4 To approve the Resolution: To receive the 32nd Annual Report and the report and accounts for 2011.

The report and accounts were accepted without comment. Proposed by Andy Bradford and seconded by Peter Barker.

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

The Chairman stated that CBR had once again provided an excellent service to TSA during 2011.

The resolution was approved unanimously. Proposed by John Furniss and seconded by Adrian Halliwell.

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

The Chairman expressed his thanks to Matt French and Trevor Burton who have both stood down from Council. He then announced the composition of the new Council as:

Graham Mills – President John Witherden – Vice President

Council: John Furniss, Adrian Halliwell, Adam Bradley, Mike Hopkins, Andy Bradford, David Watterston, Stuart Dimond, Mark Combes and Peter Barker.

7 President's Prize

The Chairman 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. This year the recipient was Matt French in recognition of his dedicated and professional work on both TSA Council and the MIA Committee. As Matt is now retiring from Council, Graham also reiterated his thanks to Matt on behalf of TSA.

A glass trophy was presented by Ben Waterton from Lockton to a slightly bemused Matt and a donation to Matt's favourite charity will be made by Lockton. Rachel Tyrrell also presented Matt with a signed certificate of appreciation from the Secretariat in recognition of his continued support, considerate attitude and his good grammar.

8 Any other business

Jim Loy expressed his desire for more members to stand for Council and emphasised the benefits of working for TSA and putting something back into the industry.

8 Closing of AGM

The Chairman expressed his thanks to all members of Council for their continued efforts on behalf of TSA and to the Secretariat for their excellent and continuing support. The Chairman, in conclusion, once again thanked Lockton for their continued support and sponsorship.

The meeting closed at 10.45.