



The London Constructing Excellence Club's 2020 Annual General Meeting

2019 Annual Report to Members

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Meeting Agenda

ORDINARY BUSINESS

1. To appoint a Chairperson for the meeting
2. To receive the Annual Report and the Treasurer's Report for the year 2019
3. To elect persons to hold the following posts:
 - Chairperson: Elvin Box (who is willing to be re-elected)
 - Vice Chairperson: Paul Greenwood (who is willing to be re-elected)
 - Treasurer: Robert Read (who is willing to be elected)
 - Deputy Treasurer: Simon Offredy (who is willing to be elected)
 - Club Secretary: Paul Brampton (who is willing to be re-elected)
 - Membership Development Manager: Navpreet Atwal (who is willing to be re-elected)
 - Key Support for Membership Development Manager: James Green (who is willing to be elected)
 - Event Programme Manager: Rob Garvey (who is willing to be elected)
 - External Visits Co-Ordinator: Hussain Tawanee (who is willing to be elected)
 - Post Event Evaluation Officer: Aine Kelly (who is willing to be re-elected)
 - Data Protection Officer: George Dale (who is willing to be elected)
 - Systems Manager: David Churcher (who is willing to be re-elected)
 - Key Support for Systems Manager: David Keohane (who is willing to be elected)
 - Website Administrator: Adrian Dawson (who is willing to be re-elected)
 - Education Officer: Rob Garvey (who is willing to be re-elected)
 - Deputy Education Officer: Ian Farmer (who is willing to be re-elected)
 - Social Media: David Keohane (who is willing to be elected)
 - Twitter Administrator: Paul Greenwood (who is willing to be elected)
 - LinkedIn Administrator: Elvin Box (who is willing to be elected)
 - Committee members without portfolio: Sophia Boyd and Tim King (who are willing to be elected)

<http://www.londonconstructingexcellence.org.uk>

Minutes for The London Constructing Excellence Club's Annual General Meeting (AGM) 2019

Venue: The University of Westminster, 35 Marylebone Road, London NW1 5LS

Date: Tuesday 15th January 2019 commencing at 6:41 p.m.

Minutes taken by: Paul Brampton

1.0 Ordinary Business

- 1.1 The AGM was formally opened by the current London Constructing Excellence Club (LCEC) Chairman, Elvin Box, at 6.41pm.
- 1.2 The first item of business was to elect a Chairperson for the AGM. Elvin Box was proposed and seconded from the floor.
- 1.3 Elvin Box thanked the University of Westminster for hosting the LCEC's AGM.
- 1.4 Elvin Box thanked the current and the departing Club officers. Departing Club officers, Michael Bryant and Adrian Wilkins, were awarded with leaving gifts. It was noted that Barry Dobbins would be taking a leave of absence for one year.

- 1.5 LCEC's 2018 Annual Report to Members, was tabled by Elvin Box. The report was shown on an overhead projector. The report was proposed and seconded from the floor.
- 1.6 Elvin Box tabled the 2018 Chairman's Report (contained within the 2018 Annual Report). Elvin Box ran through the report. The report was proposed and seconded from the floor.
- 1.7 LCEC's Treasurer, Phil Hynard, tabled the Treasurer's Report for 2018 (contained within the 2018 Annual Report). Phil Hynard summarised the key points in the report. Phil noted that the accounts had been left in a splendid condition by departing Club Treasurer, David Hucker. The report was proposed and seconded from the floor.
- 1.8 Elvin Box noted that the Notice of AGM set out a number of nominations for election as LCEC officers. Reference was also made to the AGM Agenda appearing on page 3 of the 2018 Annual Report (as shown on the overhead projector) which identified those persons volunteering to stand for election or re-election as Club officers. Elvin Box invited other nominations. There were no nominations. Elvin Box noted that it would be easier and quicker to propose and second the volunteers collectively.
- 1.9 The volunteers were proposed and seconded collectively from the floor.
- 2.0 Special Business & Any Other Business**
- 2.1 There was no special business.
- 2.2 The Chairman invited items of "Any Other Business" from the floor but none were received.

The Chairman declared the meeting closed at 6.51pm.

The LCEC Committee



Chairperson and LinkedIn Administrator
Elvin Box
Elvin Consulting
chair@londonconstructingexcellence.org.uk



Vice Chairperson and Twitter Administrator
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Managing Director
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Deputy Treasurer
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Currie and Brown
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Solicitor
Partner
IBB Solicitors
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Key Support for Membership Development
Manager
James Green



Systems Manager
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Post Event Evaluation Officer
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Data Protection Officer
George Dale
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Event Programme Manager and Education
Officer
Rob Garvey
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Deputy Education Officer
Ian Farmer
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Social Media and Key Support for Systems
Manager
David Keohane
Omega Geomatics Ltd
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Website Administrator
Adrian Dawson
SIAD
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External Visits Co-Ordinator
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University of Westminster
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Committee Member
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Committee Member
Tim King
Hydrock
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Chairperson's 2019 Report

Report & Accounts Summary: The hard work is being rewarded

Overall a very satisfactory continuation of the steady, incremental change the LCEC embarked upon in January 2018, when Phil Hynard and I took up our positions as Chair and Treasurer respectively. The Club was in very good shape when we took over the reins and our key task was to ensure we retained that well organized, confident and upward momentum.

As our Treasurer's report demonstrates, the financial position has continued its positive trajectory. Income from subscriptions is a little over £21,000.00, with sales of non-member tickets at events providing a further £5,500.00.

Therefore it is immensely rewarding that as current Chair of the LCEC I can report that due to the strength of our financial performance, once again all subscription fees and the non-member event ticket prices shall remain unchanged, plus both the 'Early-Bird' and 'Autumn' discounts rates shall also remain unchanged.

Sincere and grateful thanks are in order to Phil Hynard for his highly astute, incredibly dedicated and all round superb professional performance as Treasurer. His sound advice to myself and my colleagues on the management team has been invaluable.

A big thank you also to the Independent Inspector of our Accounts, Jason Farnell. We would also like to thank Jason for generously donating his Honorarium to the Lighthouse Club – the construction industry charity.

As can be seen in the Management Development Report, membership continued to grow and stands at 127. Although we have representation from across the industry, it can be taken as a given that we shall be actively developing our membership to enable a more diverse and evenly balanced community to evolve.

Our management team was back up to full strength and numbered 18 at the December 2019 management meeting. We have established a regular venue for our evening events through an excellent relationship with ALUK and their Design Studios near Moorgate in the City. Although ALUK are not able to say categorically that LCEC can use the venue 'carte blanche', we envisage most evening events being held there for the foreseeable future. Note here too for 'Sissi Fabulous Food', who since early 2018 have provided utterly superb catering services for us at ALUK and they have established themselves as key members of the LCEC team.

Fortunately, during 2019 we continued our excellent relationship with The Happenstance in Paternoster Square in the shadow of the iconic St Paul's Cathedral, as the venue for our Construction Breakfast Networking events. I am delighted to report this situation is set to remain in place for 2020.

The decision by the management team to invest in the procurement, installation and utilization of 'Wild Apricot' has been rewarded with encountering very few teething problems and glitches. The system has enabled an efficient and effective approach to managing membership and the events we provide for them and their guests. Its introduction has also enabled us to move away from 'Membership Management' to

Membership Development, with the emphasis on developing an influx of new members.

Closely allied to Wild Apricot, was bedding in the club's approach to managing GDPR. Although the introduction of GDPR in 2018 had been daunting, throughout 2019 the management team; advised by Rob Read; did a superb job of ensuring the Club remained compliant.

During 2019 the management team introduced three new members to provide strength in depth, so we were delighted to announce club members Simon Offredy, David Keohane and Sophia Boyd were to become involved with the administration of the club.

Special note for David Keohane who not only commenced providing support to Navpreet Atwal with Membership Development, but also threw himself whole heartedly into being a mainstay at both the Breakfast Networking and Evening seminar events. Specifically introducing an automated system to produce self-adhesive name badges that has resulted in not having to undertake the complex and time-consuming operation of producing and storing the previous plastic type.

Overall resulting performance

As can be read in Rob Garvey's excellently detailed Event report, the management team delivered evening seminars during 10 months of the year, with our highly sought after Wine Tasting Event once again taking pride and place during early December in the traditional run up to the Christmas Festivities. As is customary, we took a break during August.

As Aine Kelly's Report and Graphics demonstrate beautifully, the subject matter the seminar programme covered was across four distinct areas having a major impact on our industry: the construction sector deal; Excellence in project delivery; societal aspects; Information Technology.

The club was extremely grateful to those who spoke and those who not only 'attended', but fully 'participated'.

Our Construction Breakfast Networking events programme was increased. During 2019 we held a 'Breakfast' every month; no breaks during 2019 for August Holiday season and we brought forward our customary timing to ensure we could hold an event in December before the Christmas Holiday season kicked in.

The 'Breakfasts' have now become a very well-established event in the London construction networking Rota. They regularly draw between 45 – 65 members and guests to The Happenstance in Paternoster Square in the shadow of the iconic St Paul's Cathedral. The November event was so popular that it was remarked that if the momentum is sustained, we shall need to take up more space at the Happenstance or seek a bigger venue.

Our thanks once again to David Evans of Blake Morgan, who with his wonderful team helped initiate this venture.

Very interestingly, our collaborations were extended during 2019.

The LCEC joined forces with the Oxford Constructing Excellence Club, plus Constructing Excellence Club for the Oxford-Cambridge Corridor, for two excellent evening events at the Irish Embassy in Victoria. Through these three CE Clubs collaborating with Enterprise Ireland we enjoyed an excellent session with Mark Farmer of the Construction Innovation Hub, plus a panel of highly successful women discussing how their careers have thrived in construction.

Also, through this English – Irish collaboration, during September we also enjoyed an afternoon seminar on ‘Construction Business in the UK and Ireland’, at the Parliament Chamber, Middle Temple, London.

Grateful thanks go to Project Visit coordinator; Hussain Tawanee. Another collaboration was enabled by Hussain, this time with the CIOB London Hub during June; a visit to the Wembley W6 development. This followed hard on the heels of a select ‘Member Only’ project visit to ‘Crossrail’ at Woolwich during May.

As also happened during 2018, due to the growing popularity of our Construction Breakfast Networking events, we were approached by the Oliver Kinross Group, the organisers of the UK’s largest construction exhibition and conference; London Build, to be involved with the 2019 event, that was held in November.

The club held a Networking Breakfast during London Build’s opening morning, with David Keohane, Paul Greenwood and I facilitating an Expert Panel Session on Robotics in construction. It must be said that the panel experts from ABB Robotics, Kier and UCL were excellent value. During the second day of the exhibition; as Chair of LCEC, I facilitated the ‘London Summit’ in the Expo’s London Zone.

As you shall read in the report, our social media coverage via Twitter goes from strength to strength. As Paul Greenwood reveals in his extensively detailed report, our evening events continue to enjoy the benefit of two excellent social media experts; Paul Wilkinson and Su Butcher, plus a healthy scattering of active ‘Tweeters’ from the management team. Thus, our Twitter following is now the largest amongst the UK’s CE Clubs.

We should point out, that our LinkedIn posts; specifically, around our Breakfast Networking Events, receive a very healthy 1,000 to 2,500 views.

Therefore, it is the intention of the management team to exploit the breakthrough we have made through our social media coverage and the all-important reaction we attain from it.

Very unfortunately due to lack of take up, our Student Prize initiative did not materialize during 2019. This is a great shame as we have enjoyed undoubted success of this highly credible education initiative. Therefore, Ian Farmer shall be leading the management team to ensure the Student Prize becomes a mainstay of the LCEC offering. Specifically, as Nav Atwal’s first-rate Membership Development Report highlights we have enjoyed an increase in members from the Education Sector.

As always, we would like to place on record our sincere thanks to our external website manager Robert Keir and all his support and assistance he affords our hard-working Web Site management team member; Adrian Dawson, keeping our web site updated and maintaining our email services.

Lessons Learned

Firstly, we saw the need to ease people into the Treasurer's Role. Therefore, Phil Hynard is taking a back seat during 2020 and we are setting up an informal Treasury Team. This will enable incoming Treasurer; Rob Read is up for election, to work their way into the role. Further able support and assistance will be provided by Simon Offready and of course Phil Hynard.

Secondly, we would really appreciate an approach and associated system for attaining and analyzing feedback from our events, and from our membership in general, that is responded to in higher numbers than we are currently experiencing.

Aine Kelly does a remarkable job with 'Survey Monkey' and as her Report demonstrates, provides a healthy amount of data and subsequent information on a monthly basis for the management team to review and adjust accordingly.

However, with a higher quantity of response the quality that feedback would be vastly improved.

Thirdly, as reported in the 2018 Chair's Report, it is the intention of the management team to properly review and enhance our current involvement with charitable organizations. We enjoyed a very informal association with the construction sector's 'Lighthouse Club' and as the accounts show, we were able to make donations throughout the year, through the largesse of our members. We shall make inroads into this area of the Club's activities during early 2020.

Management Team members: our thanks are due

As with all organizations; regardless of sector, management team members leave at some stage. Therefore, we must take this opportunity to thank the management team members who are stepping down after serving the club with loyalty and dedication. So, we bid a fond farewell to Crispin Henley, Richard Sherwood and Paolo Boccacci, wishing them every success for the future!

As stated in the Chair's Report for 2018, due to the pressures of work, Barry Dobbins reluctantly took a year of absence from the Management Team. Sad to report Barry has taken the decision to step down. Barry has diligently served as a member of the Management Team for some considerable time and his calm, thoughtful style has been of immense value to the Team. He also possesses a wealth of knowledge and is highly regarded in the London construction community. You shall be sorely missed Barry and it has been a real pleasure to work alongside you, thank you!

I would like to take this opportunity to thank every member of the management team for not only their dedicated, self-motivated, hard work during these past 12 months, but also very importantly their good nature and excellent sense of humour. Particularly Secretary Paul Brampton who; with the assistance of Kate Farkins, diligently minuted our management meetings, ensured we notified everyone in the required time of the pending AGM and compiled and distributed this Report and Accounts.

Summary and Conclusion

The LCEC enters 2020 with optimism borne from the solid indicators this Annual Report and Accounts has chronicled. We are hugely encouraged by our solid financial situation, the healthy numbers of attendees at our events, the enthusiasm

the events generate and the lively response our social media sites receive in the advertising and coverage of the events. Our membership growth shows signs of continuing over the coming year and we are being approached at these events by members and their guests to provide talks for us. They are also offering us venues to back up our primary 'Home' of ALUK's London Design Studio in the city, plus the offer of help and support at the events.

It is fair to say we are enjoying good, positive engagement with our members and guests.

With our new management system; Wild Apricot, bedding in nicely and David Churcher having mastered it extremely well, event and membership management should continue remarkably smoothly, and we should reap the benefits promised of this effective and efficient management system.

On election at the AGM, an 18 strong management team shall commence 2020 with a good balance of experienced campaigners and new starters. Delighted to also note the management team are becoming more diverse in terms of gender, nationality and profession.

During 2020 we shall; as always, endeavor to respond to the feedback we request of our members and their guests, to ensure we provide the highest level of service our resources and capabilities can deliver.

It would be truly wonderful to state in the Report and Accounts for 2020 that due to the strength of our Financial position we can, yet again, announce there is no increase in our subscription rates.

Last word

Grateful thanks to all our topic specialist presenters, members and their guests, plus the staff at the venues we have frequented over the past 12 months. Magnificent people all!

Their appreciation and thanks for our offering is truly heartwarming. It makes running London Constructing Excellence Club so very, very worthwhile.

Elvin Box

Chairperson, January 2020



Chairperson

Elvin Box

Elvin Consulting

chair@londonconstructingexcellence.org.uk

LCEC Treasurer's Report for year ending 31 December 2019

Executive Summary

The London Construction Excellence Club (the Club') began 2019 with a bank balance of £18,592.48, after settlement of accruals and provisions for pre-payments.

Income during the year comprising subscriptions and ticket sales, both on the door and via pre-registration, totalled **£26,532.92** (2018 - £27,470.50), set against expenditure of **£25,830.32** (2018 - £26,854.92) resulted in a surplus of **£702.60** (2018 - £615.58).

As Treasurer, I am therefore pleased to confirm that, notwithstanding some continued investment initiatives and prudent reserves, the Club continues to be solvent and will carry forward the sum of **£19,295.08** to the 2020 financial year, the details of which are set out in the following financial statements.

General Details

The membership subscription rates for 2019 were agreed by the Officer's to be retained at the same level as 2018.

To encourage early payment of subscriptions, an Early Bird Discount ('EBD') continued to be offered to members and future members if their subscription fee was paid before the February evening event. Corporate and NfP EBD for 2019 was confirmed as £20 and the Individual at £5. 76 organisations and individuals, benefited from this in 2019 (2018 was 36).

In addition, the Club continued to offer 'Autumn' discount of 40% of the full member rate for each category for members who joined after 1st September and 31st December which resulted in a further 6 members, 3 corporate and 3 individuals (2018 - zero in both categories).

The above gave rise to a total of 121 subscriptions being received throughout 2019 (2018 - 119).

In addition to this two retired Officers received Honorary memberships.

As part of the Student Prize initiative, the winner and three runners up were offered and accepted Individual Membership of the Club, free of charge, for both 2018 and 2019, which has resulted in the Club's overall membership reaching 127, which is the largest membership since the formation of the Club in 2001 (2018 - 123).

As required by our Constitution, the Club's funds, including all subscriptions, ticket sales, donations, contributions and bequests, are ultimately to be paid into an account operated by the Club's Officers, which must be held in the name of the Club. NatWest has continued to provide these services during 2019 and it provides both a Current Account and Business Reserve account which are held at the NatWest Bank in the Holborn Circus branch.

The Club's membership management system, Wild Apricot, that was implemented at the beginning of 2019, is linked to a Pay-Pal account and this is where subscriptions and receipts from ticket sales are initially received, before being transferred into the NatWest Current Account. The transfer of funds from the Pay-Pal account to the NatWest Current Account occurs on a minimum of a monthly basis. The Pay-Pal account is not used for settling any of the Club's expenditure apart from the return of refundable deposits for events that demand them and other refunds of a similar nature.

The Pay-Pal account has been established with charitable and not for profit status, which means that a reduced commission is paid on each transaction as compared to that levied on commercial organisations.

The Club does not have a credit card facility, so all payments are executed either by cheque withdrawals or through the 'On-line' banking facility operated by NatWest, a long-planned initiative that was finally implemented in the middle 2019.

All cheques transactions must be countersigned by two of the Club authorised signatories, all of whom are serving Officers. The signatories are each also empowered to operate both 'On-Line' banking and the Pay-Pal accounts. In recognition that the 'On-line' Banking facilities, which only require one person to execute a transaction, a new expenditure approval procedure has also been implemented to complement the new banking arrangements.

Income Details

Club income for the year ending 31st December 2019 was **£26,532.92** (2018 - £27,470.41) which was derived from:

- Subscriptions at £21,020.00 (79%);
- Ticket sales for breakfast meetings at £3,275.00 (12%);
- Ticket sales for Club Meetings at £1,945.00 (7%);
- Other (Including non-refundable deposits and bank interest) at £292.92 (1%)

Corporate subscription raised 71% of the subscription income whilst Individual membership brought in a further 26%, with the remaining subscription income from Educational and Not for Profit members.

This year 19% of the Club's income came via ticket sales and non-members pre-registration fees for those booking and attending LCEC events throughout the year. 2016's initiative of the breakfast networking events was continued throughout 2019 and raised 12% or £3,275.00 (2018 - £2,870.72).

Wild Apricot, which was implemented at the beginning of 2019, has proved itself to be a useful administration tool for the Club's membership as well as for event management and has successfully been used for both accepting bookings and deposits, as well as refunds where appropriate. It is envisaged that as the Officers become more familiar with the system additional benefits will be derived from it. Perhaps more importantly from a compliance perspective, it has aided the Club's adherence to the GDPR regulations, which the Club would have fallen foul of using the combination of legacy systems that Wild Apricot replaced.

Expenditure Details

Club expenditure for the year ending 31st December at **£25,830.32** (2018 - £26,854.92) has been accrued principally from the cost of supporting each of the Club meetings; speaker expenses; speakers 'thank you' gifts; miscellaneous administrative and IT expenditure. In addition, various provisions and reserves have been made including a contribution to the cost of the renewal of the Wild Apricot licence, when it falls due in December 2020. The amounts that would have arisen from the Student Prize competition, had it taken place this year will also be rolled forward for use in connection with next years' competition.

Three Officers have indicated that they will not be seeking re-election at the 2020 AGM and costs associated with thankyou gifts from the Club, have been provided for within these accounts.

The cost of providing the breakfast networking events throughout 2019 was £6,152.25 (2018 - £5,179.40) as against ticket sales of £3,275.00 (2018 - £2,870.72). The average cost incurred in providing each of the Club's twenty-three events (2018 - 21nr) events during 2019 was £771.91 (2018 - £903.59)

The Club has previously registered in accordance with the requirements of HM Revenue & Customs (HMRC) "Clubs, Societies, Voluntary Associations and other similar bodies" classification and was previously categorised under the collective HMRC "Small Club" designation which was set as "dormant." A new application was made during 2019 and in view of the scale of 'Trading Income', namely ticket sales to Non-members, it is anticipated that a corporation tax liability will have accrued by the end of the year, for which a provision of £850.00 has been included in the accounts. HMRC has, confirmed that they currently do not envisage that any liability exists for prior periods.

Charitable Donations

Whilst the Club does not make charitable donations from its own resources, it is pleased to promote a charitable cause, an initiative which began in 2018 when it actively promoted the Movember Foundation and MacMillan Cancer Support.

In 2019 the Club selected the Lighthouse Club – The Construction Industry Charity as its charity for the year and £235.00 has been donated on behalf of its members from sums accrued from Early Bird Discounts that its members elected not to claim. In addition, the Independent Accounts Inspector donated its Honorarium for services provided in 2018 to the Movember Foundation.

The Club will shortly conduct a survey of members to identify a Charity that it will promote in 2020.

Independent Accounts Inspection

As was the case in 2018, the annual accounts and financial statements have undergone an independent inspection, which has been undertaken by the Managing Director of Commercial Risk Management, an organisation that is linked, by membership, to the Club. The inspection opinion is attached.

In a similar move to last year, Commercial Risk Management has generously donated its Honorarium to the Club's charity.

Conclusion

As you will be aware, I have decided not to seek re-election as Treasurer in 2020 after two thoroughly enjoyable years, during which time the Officers have accomplished a great deal.

I would therefore like to conclude by wishing the Officers and the Club every success in 2020 and beyond and my successor Robert Read and his Deputy Simon Offredy, who I know will both make a tremendous impact on the ongoing success of the Club.



Philip W. Hynard
Treasurer
7th January 2019



COMMERCIALRISK MANAGEMENT

06th January 2020

London Constructing Excellence
14 Priory Avenue
High Wycombe
Buckinghamshire
HP13 6SH

For the attention of **The Officers**

Dear Sirs

INDEPENDENT ACCOUNTS INSPECTION DECLARATION

I have been asked to examine the records of the London Constructing Excellence Club. I am not qualified as an auditor or accountant so cannot express formal audit opinion, nor can any reliance, legal or otherwise, be placed upon my declaration.

In my capacity as a layman I have reviewed the records and carefully considered the explanations given to me and I have satisfied myself that the accounts truly and fairly represent the finances of the Club, to 31st December 2019.

I am grateful to the Treasurer, Mr Hynard, for preparing and presenting the papers in a clear and comprehensive manner. Mr Hynard should be commended for his care and diligence in maintaining the accounts.

Yours faithfully

Jason Farnell
Managing Director

LONDON CONSTRUCTING EXCELLENCE CLUB

(www.londonconstructingexcellence.org.uk)

INCOME and EXPENDITURE ACCOUNT for the period ending 31st December 2019

REVENUE	2019 £	2018 £
Subscriptions		
Individual	5,440.00	5,075.00
Corporate	14,040.00	13,550.00
Double Corporate	940.00	940.00
Educational / NfP	600.00	1,000.00
Sub-Total - Subscription Income	21,020.00	20,565.00
Ticket Sales - Evening Events - In Advance	1,945.00	1,739.44
'On the Door'	-	50.00
Ticket Sales - Breakfast Events - In Advance	3,275.00	2,870.72
'On the Door'	-	-
Other Income *	241.60	2,235.01
NatWest 'Business Reserve account' interest	51.32	10.33
Total Income	26,532.92	27,470.50
EXPENDITURE		
AGM	(543.90)	(1,132.35)
Other Evening Events	(7,607.67)	(12,663.69)
Breakfast Events	(6,152.25)	(5,179.40)
Speaker costs/gifts/travelling etc.	(450.00)	(666.00)
Sub-Total - Events Costs	(14,753.82)	(19,641.44)
Zurich Insurance PI	(207.20)	(207.20)
Student Prize	(3,320.00)	(1,370.00)
Information Technology		
Zen Internet annual charges	-	(80.25)
Mailchimp costs	(31.36)	(229.09)
IT Support and License Fees	(3,303.19)	(3,040.71)
Refunds	-	(90.00)
Early Bird / Post August Discount	(1,445.00)	inc
Commission Paid to Pay-Pal	(302.32)	(507.31)
Administration Expenses	(1,200.34)	(85.81)
Charitable Donations	(235.00)	-
Independent Inspection Fees	(200.00)	-
Other (Including Corporation Tax)*	(832.09)	(1,603.11)
Total Expenditure	(25,830.32)	(26,854.92)
SURPLUS / (DEFICIT)	702.60	615.58

Signed:



Elvin K. Box
Chair

7th January 2020

Signed:



Philip W. Hynard
Treasurer

7th January 2020

LONDON CONSTRUCTING EXCELLENCE CLUB

(www.londonconstructingexcellence.org.uk)

BALANCE SHEET at 31st December 2019

	2019		2018	
	£	£	£	£
Current Assets				
Cash at Bank - 31st December Previous Year End:				
Current Account	1,718.61		9,852.69	
Pay-Pal Account	1,498.12			
Business Reserve Account	26,571.10		17,024.08	
End of Year adjustment	-	29,787.83	-	26,876.77
Current Liabilities				
Accruals		(10,492.75)		(8,284.29)
		19,295.08		18,592.48
Net Assets				
Represented by				
Retained income brought forward from prior year		18,592.48		17,976.90
Add: Excess Income / (Expenditure) for Current Year		702.60		615.58
		19,295.08		18,592.48

Signed:



Elvin K. Box
Chair

7th January 2020

Signed:



Philip W. Hynard
Treasurer

7th January 2020



Phil Hynard
AECOM Professional Services LLP
Philip.Hynard@aecom.com

Club Secretary's 2019 Report

Set out below is a brief overview of the key secretarial matters that arose during 2019.

At the **January** committee meeting it was agreed that the AGM Report would be circulated electronically and not printed for the 2019 AGM, as was done the previous year. The new position of Deputy Treasurer was clarified and agreed by committee members. Hussain Tawaneer agreed to assist Crispin Henley on external visits as key support and it was agreed that Adrian Wilkins and Michael Bryant would be stepping down from the committee. Navpreet Atwal confirmed she would take on the role of Membership Development Secretary.

At the **February** committee meeting it was agreed that the meeting to discuss the 2020 AGM would be moved forward to the November 2019 committee meeting to ensure adequate preparation time.

There is nothing significant to report from the **March** committee meeting of the LCEC officers.

At the **April** committee meeting Simon Offredy and David Keohane's membership was approved by the committee members and it was agreed that LCEC would support the construction charity, Lighthouse.

At the **May** committee meeting the AGM minutes were put onto the website. The roles of the committee members were defined.

There is nothing significant to report from the **June** or **July** committee meetings of the LCEC officers.

There was no committee meeting of the LCEC officers in **August**.

There is nothing significant to report from the **September** or **October** committee meetings of the LCEC officers.

At the **November** committee meeting it was confirmed that both Paolo Boccacci and Richard Sherwood would be standing down from their roles as Event Programme Manager and Systems Key Support respectively. It was also confirmed that Sophia Boyd would be standing in 2020.

At the **December** committee meeting it was agreed that Tim King, George Dale and James Green would be standing in 2020. Membership roles to be announced at the 2020 AGM were discussed and agreed as follows:

- Robert Read would become Treasurer
- Simon Offredy would become Deputy Treasurer
- Robert Garvey would become the Events Programme Manager
- David Keohane would become Systems Key Support and Social Media Administrator
- Paul Greenwood would become Twitter Administrator

- Elvin Box would become LinkedIn Administrator
- James Green would become Key Support for Membership Development Manager
- George Dale would become Data Protection Officer
- Phil Hynard would become a co-operated member; and
- Sophia Boyd and Tim King would become committee members without portfolio.

The formal notice for the 2020 AGM was issued to the membership electronically on 19 December 2019.

Paul Brampton

Club Secretary, January 2020



Club Secretary
Paul Brampton
 Solicitor
 Partner
 IBB Solicitors
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Events Report for 2019

Overview


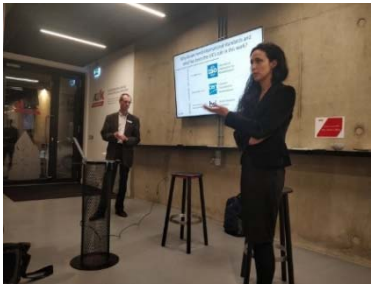
London Constructing Excellence Club has run a full programme of 26 events during 2019. These have included:

- 10 technical events
- 12 breakfast networking events
- 2 site visits
- 1 wine tasting
- Reception at the Irish Embassy
- Breakfast Forum at London Build UK

Our technical events are dependent on the willing contribution from speakers from industry prepared to share their knowledge and experience. LCEC are extremely grateful to all our speakers who have enabled us to put on a dynamic programme aligned to Constructing Excellence Themes.

Event bookings for the year were 1647, giving an average of 69 tickets booked for each event. 334 of those bookings were by non-members, providing helpful additional revenue to LCEC to support event hospitality and keep membership subscriptions as low as possible. Our evening events have been predominantly held at AluK Studio on Worship Street. The exceptions being the AGM hosted by University of Westminster at their Marylebone Campus and one event at The Fable (mezzanine) on Holborn Viaduct.

Evening technical meetings

<p>January: AGM/The Construction Sector Deal and Transforming Our Industry</p> <p>Elvin Box chaired the AGM, introduced the 2018 reports and the election of the 2019 committee.</p> <p>Peter Bonfield, VC at University of Westminster then provocatively challenged the audience to consider what they can do to embrace the principles set out in the Construction Sector Deal and transform construction.</p>	
<p>February: The new international BIM standards: What's changed?</p> <p>David Churcher, Hitherwood Consulting and Marzia Bolpagni, Mace provided an introduction to ISO 19650 Organization of information about construction works. David and Marzia are part of strong UK contingent that have contributed to the creation of this international standard and place the country in good position to be leaders in a digital transformation of construction.</p> <p>Anne Kemp, UK BIM Alliance, contributed to the presentation, however, was unable to attend on the night</p>	

March: Project 13 – Is this the future delivery model?

Mark Enzer, Mott MacDonald

Project 13 aims to change the poor performance of construction. It is an industry-led movement that seeks to develop a new operating model – based on an enterprise, not on traditional transactional arrangements – to boost certainty and productivity in delivery, improve whole life outcomes in operation and support a more sustainable, innovative, highly skilled industry.



April: The complexities of getting it right in construction

Tom Barton, Get It Right Initiative explained how they are working to improve UK Construction productivity & quality by eliminating error. They are endeavouring to create a culture and working environment to get it right from the start, change attitudes and harness leadership responsibility to reduce error



May: Sustainability Case Study - Wilmcote House Regeneration

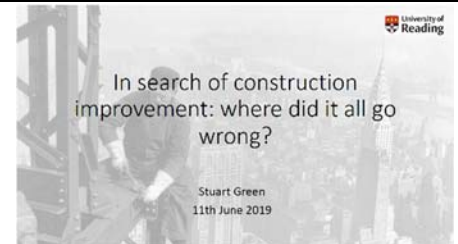
James Traynor (ECD Architects)

Wilmcote House retrofit project for Portsmouth City Council was winner of the Sustainability Award at the Constructing Excellence SECBE Awards 2018. It is the largest project in the UK targeting the Passivhaus EnerPHit standard. The regeneration of Wilmcote House addressed resident issues of fuel poverty by reducing energy bills from up to £2,000 to nearer £200 per year.



June: In search of construction improvement – where did it all go wrong?

Stuart Green, University of Reading argued that the origins of current concerns about the construction industry can be traced back through the last four decades of 'industry improvement'. We now have an industry that is lean to the point of anorexia, because of total reliance on market mechanisms and the sector's strategic model of structural flexibility.



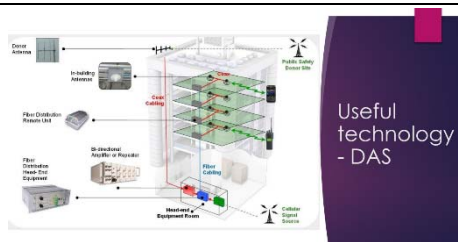
July: Tackling Modern Slavery in Construction - A major contractor's perspective

Andrew Kinsey (MACE) explored why Modern Slavery is an issue for the construction industry, including the drivers and consequences of the Modern Slavery Act 2015. He explained Mace's approach to tackling Modern Slavery, including risks relating to labour on site.



September: Converged Networks: The Future of intelligent buildings

Barry Shambrook Partner – GIA Building Consultancy discussed is an intelligent building "smart"? Or is a smart building intelligent? Can a comparison be made between buildings and the human body? If so, do buildings need a central nervous system to maximise functionality and efficiency?



October: Designing with Data: How to Realise the Benefits of Off-site Construction

Andrew Mather (Ramboll) presented the benefits an offsite approach can bring and how and when to apply modern methods of design and offsite construction.



November: Early contractor involvement

Jonathan Ralph (Currie Brown)

This event focused on a practical project insight into the challenges faced by contractors delivering major infrastructure projects with time and cost certainty. It considered whether the goal to improve productivity on these projects is actually being achieved at the coal-face and whether a lack of investment in people can hamper improvement.



Christmas wine tasting

As in previous years, Julia Trustram-Eve guided us through an eye-opening menu of different wines. A wide range of tastes and prices, but all of them affordable for Christmas (and indeed for other times of the year). Thanks again to Julia for giving us such an entertaining and informative start to the Christmas holiday season.



Networking breakfasts



The LCEC Networking Breakfasts on the 4th Tuesday of each month also continued to be strongly attended. We are deeply indebted to David Evans and Tracy Freeman of Blake Morgan who have continued to organise these for us. The Happenstance near St Pauls has served us well and these events continue into 2020 at the same venue.

Network Breakfast Special at London Build

A special Network Breakfast was held at London Build UK in November. A discussion forum chaired by LCEC Chair Elvin Box considered 'Robotics in Construction'. Vijay Pawar, of UCL, outlined the future of collaborative robotics, beyond factory based machines; James Franklin, of Kier, discussed Kier's trial experience of mobile scanning of work in progress and comparison with the model and programme. Steve Bartholomew, of ABB Robotics, looked at off-site manufacture



where conventional manual processes ripe for automation and robotics can be undertaken off-site.

Site visit: Crossrail Woolwich



There was a good turn-out for LCEC members-only site visit to Crossrail's new station at Woolwich. The station is essentially complete and ready for passengers. Unfortunately, we are not able to bring you photos from the tour, due the client's security request, so we are restricted to an image of the site office!

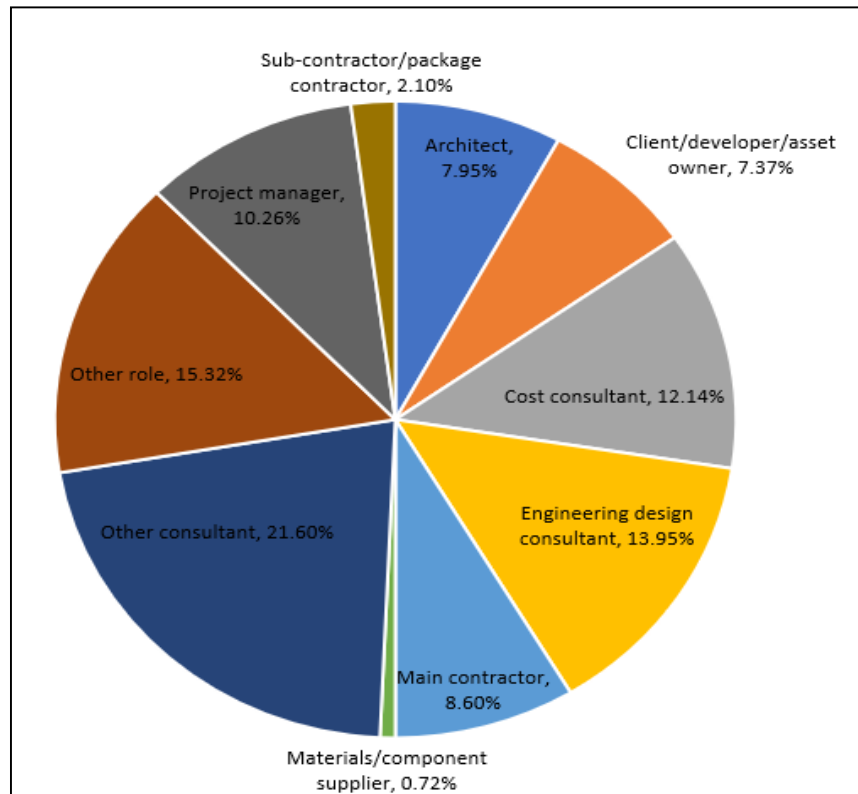
Site visit: Wembley W06

Michael Butcher and the team at McLaren Construction provided an invigorating explanation of their Wembley W06 contract, a high-spec private rental sector project. This was a joint site visit arranged in conjunction with the CIOB London Hub.



Bookings by attendee job role during 2019

Attendance demographics for evening meetings fluctuates according to the topic but tends to be dominated by consultants and project managers. More client/asset owner attendees and more contractor/supply chain attendees would always be welcome. If you have spare tickets from your membership allocation, please consider bringing a guest with you (but please let us know with an email to events@londonconstructingexcellence.org.uk)



Paolo Boccacci, Rob Garvey & David Churcher
Events, January 2020



Events
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Event Programme Manager and Education
Officer

Rob Garvey

University of Westminster

R.Garvey@westminster.ac.uk



Paolo Boccacci

Artelia UK

paolo.boccacci@uk.arteliagroup.com

2020 Events Programme

Date	Event title	Speaker	Venue [status]
14.01	AGM We're not collaborating enough because our contracts are too confrontational	Mark Castle, Mace	Blake Morgan LLP 6 New Street Square London EC4A 3DJ
28.01	Networking Breakfast	-	The Happenstance 10 Paternoster Square EC4M 7DX
11.02	Zero Carbon and the London Plan	Speaker from Schueco	AluK Design Studio 5-11 Worship St, London EC2A 2BH
25.02	Networking Breakfast	-	The Happenstance 10 Paternoster Square EC4M 7DX
10.03	Joint Event LCEC and CIOB London – Title: PRISM (TBC)	Mark Farmer	AluK Design Studio 5-11 Worship St, London EC2A 2BH
24.03	Networking Breakfast	-	The Happenstance 10 Paternoster Square EC4M 7DX

Evening events are subject to change dependent on speaker commitments. Events are arranged to align with Constructing Excellence Themes of Procure for value; Collaboration; Digital and Off site.

Topics, speakers and site visits

LCEC is always interested in understanding what topics our members would like to see presented, from people/organisations willing to speak and possible site visits. Get in touch via events@londonconstructingexcellence.co.uk with suggestions/proposals for speaking and site visits.



Event Programme Manager and Education
Officer
Rob Garvey
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LCEC Membership Development Manager's Report

Membership in 2019

There has been a steady growth in corporate and individual membership during 2019. A total of 121 corporate and individual subscriptions have been received (an increase of 1.7% since 2018). The subscriptions are made up as follows:

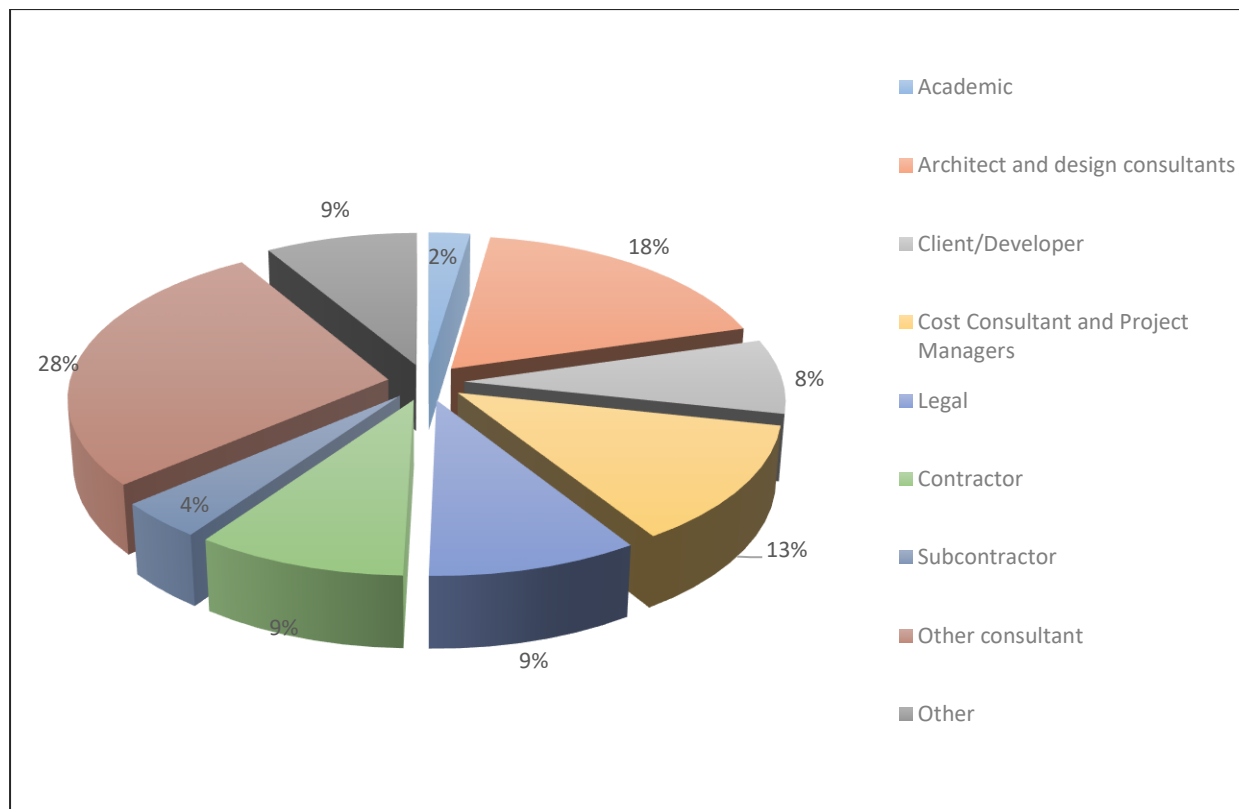
- 52 companies with corporate membership;
- 66 individuals with personal membership; and
- 3 educational and/or not for profit memberships.

In addition to the above, the Club has made a number of honorary memberships to retired Club officers and as part of the Student Prize initiative, three students were awarded free individual membership.

The Club's overall membership for 2019 was 127.

Membership by Sector

The sector split of membership is as follows:



Growth Areas

The monthly networking breakfast events have continued to be very successful both in attendance rate and because they have cultivated support from non-members and new faces, who provide on the door donations.

Through the vast array of events held during the year, the Club continues to attract interest as a means of broadening the industry network for its members. We will take the opportunity in 2020 to consider how best to develop the sector makeup of the Club as a means of facilitating a diverse and balanced discussion about the key issues affecting the construction industry, and promote constructing excellence in London.

The Club's work in the educational sphere is another growth area. The Club has seen an up take of interest from educational institutions/universities and not for profit organisations which will provide another source of expansion.

Thank you and support

Thank you to all our members who have supported the Club in 2019. As a not for profit organisation, the Club relies on its members to support and develop the organisation. Spread the word and we look forward to seeing you in 2020.

Navpreet Atwal

Membership Development Director

January 2020



Membership Development Manager
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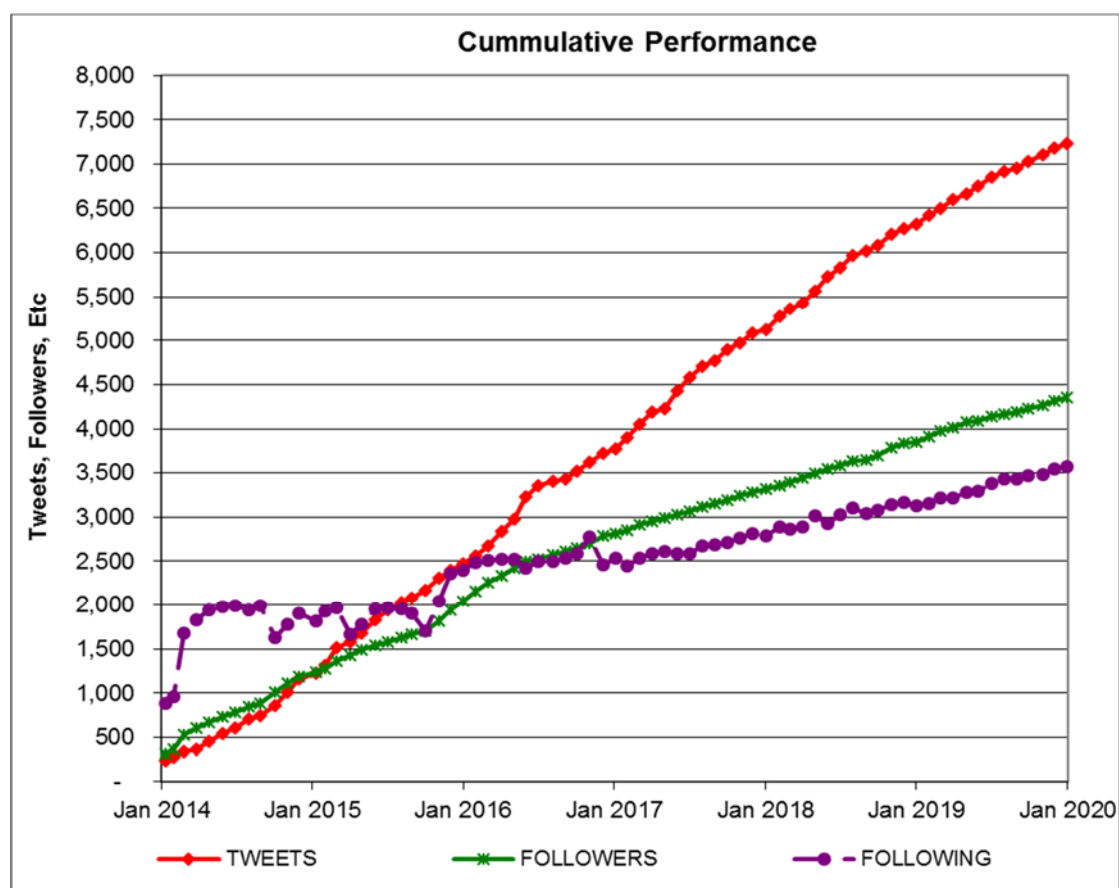
Twitter (Social Media) Report

Introduction

The Committee established @LondonCEClub, in 2013, to help: publicise events, provide feedback to speakers, and rebroadcast pertinent messages from Constructing Excellence, local CE Clubs and related sources, to our followers in London and the South-East. We do not seek to provide a nationwide or pan-industry news service, as provided by some CE Clubs, since more comprehensive news feeds are available.

Overall Analysis

The Club continues to attract a steadily increasing number of followers, and has the largest followership in the CE community, except @constructingexc (20.4k). The number of followers has grown by c13% in the last year, to c4,352 from c3,854, at the end of 2018. This is a reduction in the rate of growth, from c16% last year, and is expected to reduce further as we saturate the CE followership in the Region.



Monthly Analysis

Our Twitter account is regularly, but not particularly actively, maintained. The performance of our Twitter feed is analysed and reported to the Committee each month, using conventional output measures (eg. number of followers, mentions, replies) and also engagement measures (eg. impressions, profile visits, engagements).

Followers continue to be attracted by any particularly well attended and broadcast event. A-periodically, admin action is used to attract other new followers from other organisations/people that are already followers of the CE community.

Thank You and Support

Thank you to all who have followed us, or RT'd our messages, this year. In particular, thank you to Paul Wilkinson (@EETPaul), Su Butcher (@SuButcher), Elvin Box (@ElvinBox), Hussain Tawanaee (@HussainTawanaee) and Rob Garvey (@Rob_Garvey) for their event Twitter feeds.

Paul R Greenwood
Vice-Chair LCEC
@GreenwoodCLtd

31 December 2019



Twitter Administrator
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Managing Director
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LCEC Event 2020 Report

2019 provided a varied schedule of events.

In addition to our popular monthly Breakfast Networking events we continued our program of evening events throughout the year. Running with the Construction Sector Deal to start the year, following up with a focus on Excellence in Project Delivery, starting with Project 13, then Getting It Right, Construction Improvement and Early Contractor Engagement. A societal aspect to other evenings with Tackling Modern Slavery, excellence in sustainability illustrated through a Case Study on Wilmcote House and updates on information technology following member requests with New International BIM Standards, Converged Networks and Designing with Data. And after all that we were delighted to hold our December wine tasting again with a refresher on techniques and some fantastic recommendations for new wines to end the year. We thank all speakers and participants for giving their time, their knowledge and their experiences to make this happen.

Next to Wine Tasting, Tackling Modern Slavery and New International BIM Standards, drew the largest attendance throughout the year. Construction Sector Deal and Construction Improvement drew the largest numbers of registrants in the year. Getting it Right and Wilmcote House were scored highest for relevance.

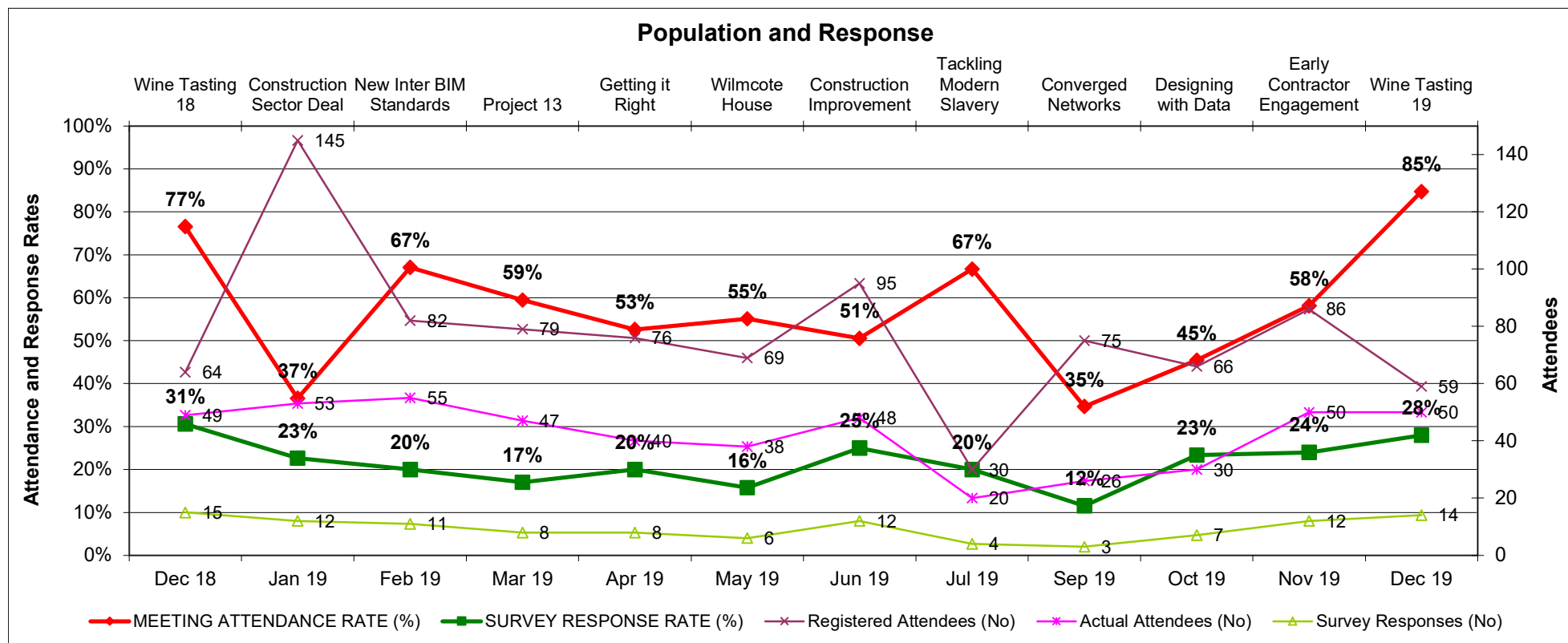
Event suggestions have been provided every month: they are much appreciated and we thank all those who have contributed to this. Site Visit Offer rates have been low: a reminder to members, if any site comes available for a visit throughout the year, please let one of the Committee members know. We are eager to see any site that illustrates Excellence in Construction or showcases Innovation and happy to do all the leg work required to organize.

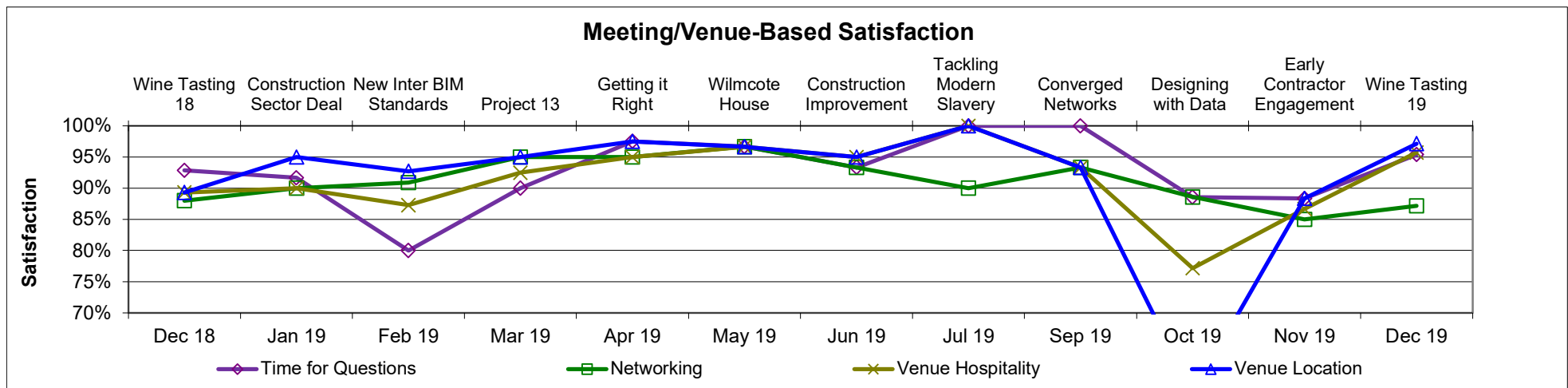
We continue to draw consistent attendance from most demographics: equal proportions from all the main Consultancy groups through to attendance from the Main Contractor/Developer/Client sector. Sub-Contractor and Supply chain sector represents a lower proportion of attendees over the year and we continue to encourage all members to let any relevant supply chain know about the Club: who we are, what we do, the networking potentials and the knowledge gain associated with the yearly event schedule.

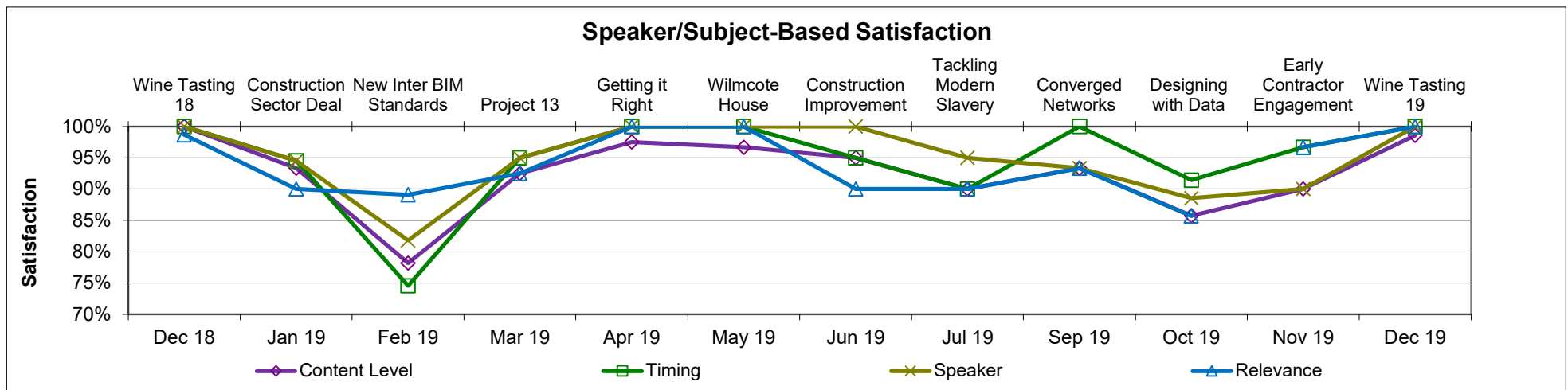
The Club continue to circulate Event surveys in order to gather views from members and provide direction for the Committee when organizing events. The response rate is always below 50% and sometimes, as can be seen in the graphs circulated, falls below 20%. Regularly, this can be attributed where multiple bookings are registered under one email address – we would ask members to provide individual email addresses in these cases so we can successfully capture the feedback of those who experienced the event.

Thank you to all who respond to the Event surveys. Your suggestions and feedback are very important and help the Committee in providing future events schedules and organizing events.

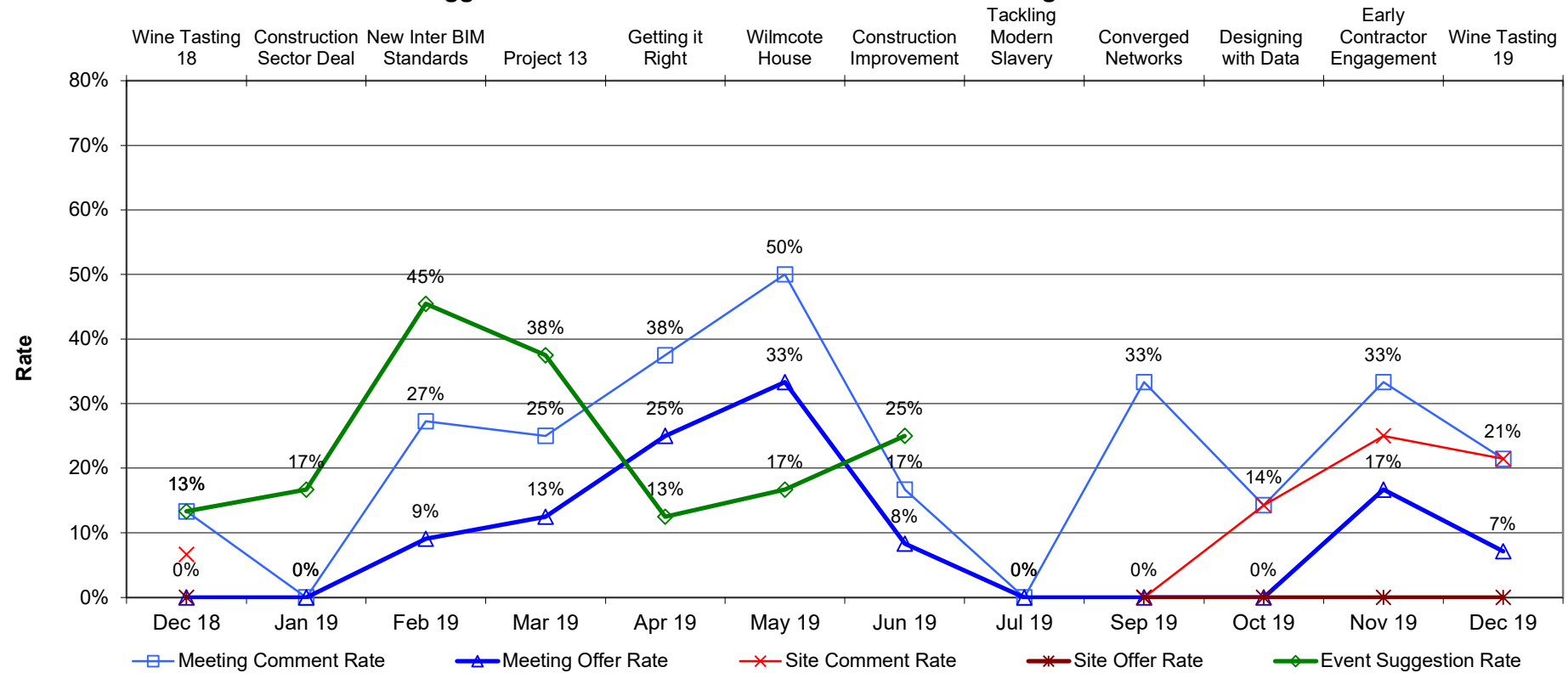
Aine Kelly
Event Evaluation – January 2020







Suggestions and Potential to Contribute to a Meeting or Site Event





Post Event Evaluation Officer
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St George
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