



## The London Constructing Excellence Club's 2019 Annual General Meeting

*2018 Annual Report to Members*

University of Westminster, 35 Marylebone Road, London, NW1 5LS  
6pm Tuesday 15th January 2019

© The London Constructing Excellence Club 2010  
London Constructing Excellence Club  
[www.londonconstructingexcellence.org.uk](http://www.londonconstructingexcellence.org.uk)





<b>CONTENTS</b>	<b>PAGE</b>
Meeting Agenda	3
Minutes from LCEC AGM in January 2018	4
LCEC Committee	7
Chairperson's Report	9
Treasurer's Report	13
Secretary's Report	19
Events Report	20
Membership Report	22
Social Media Report	24
Event Feedback Report	26

## Meeting Agenda

### ORDINARY BUSINESS

1. To appoint a Chairperson for the meeting
2. To receive the Annual Report for the year 2018
3. To receive the Treasurer's Report for the year 2018
4. 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 elected)
  - Treasurer: Philip Hynard (who is willing to be re-elected)
  - Club Secretary: Paul Brampton (who is willing to be re-elected)
  - Membership Development Manager: Navpreet Atwal (who is willing to be elected)
  - Event Programme Manager: Paulo Boccacci (who is willing to be elected)
  - Post Event Evaluation Officer: Aine Kelly (who is willing to be re-elected)
  - Data Protection Officer: Robert Read (who is willing to be elected)
  - Systems Manager: David Churcher (who is willing to be elected)
  - Key Support for Systems Manager: Richard Sherwood (who is willing to be elected)
  - Website Administrator: Adrian Dawson (who is willing to be elected)
  - Education Officer: Rob Garvey (who is willing to be elected)
  - Deputy Education Officer: Ian Farmer (who is willing to be elected)
  - Social Media: Paul Greenwood (who is willing to be re-elected)
  - External Visits Co-Ordinator: Crispin Henley (who is willing to be elected)
  - Key Support for External Visits Co-Ordinator: Hussain Tawanaee (who is willing to be elected)

## Minutes from LCEC AGM in January 2018



[www.londonconstructingexcellence.org.uk](http://www.londonconstructingexcellence.org.uk)

promoting



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

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

**Date:** Tuesday 16<sup>th</sup> January 2018

**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, Simon Cash, at 6.39pm.
- 1.2 The first item of business was to elect a Chairperson for the AGM. Simon Cash was proposed and seconded from the floor.
- 1.3 Simon Cash thanked the University of Westminster for hosting the LCEC's AGM.
- 1.4 Simon Cash thanked the current and the departing club officers, and noted that he would be standing down.
- 1.5 LCEC's 2017 Annual Report to Members, was tabled by Simon Cash. The report was proposed and seconded from the floor.



- 1.6 Simon Cash tabled the 2017 Chairman's Report (contained within the 2017 Annual Report). The report was proposed and seconded from the floor.
- 1.7 LCEC's Treasurer, David Hucker, acknowledged that he would be standing down. David tabled the Treasurer's Report for 2017 (contained within the 2017 Annual Report). David summarised the key points in the report. The report was proposed and seconded from the floor.
- 1.8 Simon Cash noted that the Notice of AGM set out a number of nominations for election as LCEC officers. Simon Cash invited other nominations from members present at the AGM for election as LCEC officers. There were no nominations.
- 1.9 The following were unopposed from the floor in the election of Officer's posts. Consequently proposed, and seconded by those present were:

**Elvin Box**, as Chairperson for the next 12 months

**Paul Greenwood**, as Vice Chairperson for the next 12 months

**Philip Hynard**, as Treasurer for the next 12 months

**Paul Brampton**, as Club Secretary for the next 12 months

**Barry Dobbins** as Membership Secretary for the next 12 months

**Adrian Wilkins, and David Churcher** as Events Secretaries for the next 12 months

**Aine Kelly**, as Post Event Evaluation Officer for the next 12 months

**Paul Greenwood** as Social Media Secretary for the next 12 months

**Rob Garvey, Paolo Boccacci, Michael Bryant, Richard Sherwood, Crispin Henley, Hussain Tawanaee and Adrian Dawson** as officers without portfolio for the next 12 months

**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 6.49pm.

## The LCEC Committee



Chairperson  
**Elvin Box**  
Mace  
[elvin.box@mace.com](mailto:elvin.box@mace.com)



Vice Chairperson and Social Media  
**Paul Greenwood**  
Managing Director  
Greenwood Consultants Ltd  
+44 (0)7712 763 079  
[pgreenwood@greenwoodconsultants.com](mailto:pgreenwood@greenwoodconsultants.com)



Treasurer  
**Phil Hynard**  
AECOM Professional Services LLP  
[Philip.Hynard@aecom.com](mailto:Philip.Hynard@aecom.com)



Club Secretary  
**Paul Brampton**  
Solicitor  
Partner  
IBB Solicitors  
01895 207276  
[paul.brampton@ibblaw.co.uk](mailto:paul.brampton@ibblaw.co.uk)



Membership Development Manager  
**Navpreet Atwal**  
Blake Morgan LLP  
[Navpreet.Atwal@blakemorgan.co.uk](mailto:Navpreet.Atwal@blakemorgan.co.uk)



Systems Manager  
**David Churcher**  
Managing Director  
Hitherwood Consulting  
07900 254090  
[david.churcher@hitherwood.co.uk](mailto:david.churcher@hitherwood.co.uk)



Post Event Evaluation Officer  
**Aine Kelly**  
Architects Fleming Maguire  
[aine@architectsflemingmaguire.com](mailto:aine@architectsflemingmaguire.com)



Event Programme Manager  
**Paolo Boccacci**  
Sheppard Robson  
+44 (0)20 7504 1831  
[paolo.boccacci@SheppardRobson.com](mailto:paolo.boccacci@SheppardRobson.com)



Education Officer  
**Rob Garvey**  
University of Westminster  
[r.garvey@westminster.ac.uk](mailto:r.garvey@westminster.ac.uk)



Key Support for Systems Manager  
**Richard Sherwood**  
Norman Disney & Young  
[R.Sherwood@ndy.com](mailto:R.Sherwood@ndy.com)



Website Administrator  
**Adrian Dawson**  
SIAD  
[adrian.dawson@siadltd.com](mailto:adrian.dawson@siadltd.com)



Key Support for External Visits Co-Ordinator  
**Hussain Tawanee**  
University of Westminster  
[hussaintawanee@gmail.com](mailto:hussaintawanee@gmail.com)



External Visits Co-Ordinator  
**Crispin Henley**  
Jhai  
[crispin.henley@jhai.co.uk](mailto:crispin.henley@jhai.co.uk)



Robert Read  
**Data Protection Officer**  
Kingsley Napley LLP  
[RRead@kingsleynapley.co.uk](mailto:RRead@kingsleynapley.co.uk)

Ian Farmer  
**Deputy Education Officer**  
HB Reavis  
[ian.Farmer@hbreavis.com](mailto:ian.Farmer@hbreavis.com)



## **Chairperson's 2018 Report**

### **Strategic issues, resources, capabilities**

On reflection, this has been a year of steady, incremental change for the LCEC, as we adapted to the flux and transition of: our club's management committee; our base location; the UK's laws and regulations regarding personal data; the very real need to review, choose and implement a new and fully integrated membership and event management system.

These strategic issues were apparent from the very start of January 2018 as our AGM heralded the commencement of not only my tenure as Chair of the Club, but also that of Phil Hynard as the incoming Treasurer. Added to this, the management committee lost three members from the previous year who for personal and professional reasons had to stand down.

During the first quarter of 2018; much to the dismay of the management committee and club members, we had to contend with the sudden closure of what had been our spiritual home for over a decade; the London Capital Club. Quite apart from the fact it was a much-loved venue, more importantly it provided us with 'Plug-and-play' events. This renown Gentleman's Club was fully serviced, even providing the drinks and nibbles. All we had to do was turn up with a topic specialist, an audience and name badges!

This was followed extremely closely by having to very quickly set about reviewing our systems for the introduction of GDPR; the regulation that required us and every other organisation in the UK, to protect the personal data and privacy of EU citizens for transactions that occur within EU member states. Something which our various, disconnected and unsecure systems; that required labour intensive attention and provided a modicum of the level of membership and event management a club of our size and an ambition needed, would struggle to attain and comply with.

So, in response to these somewhat daunting challenges, Phil and I met on a regular basis; in between the monthly management committee meetings, to discuss the issues our colleagues from the previous management team had been dealing with, plus those that were occurring during the opening phase of our term in office. With excellent support from our management committee; who willingly put in the 'Hard Yards' at our committee meetings, we were quickly able to procure new venues and a catering service.

Also, during the first quarter of the year we bolstered our management team with the recruitment of two very talented people from the legal profession: Navpreet Atwal and Robert Read. We then set about forming a team to deal with the introduction of GDPR, which naturally included our new legal experts.

Over the first three quarters of the year a team was formed to review, report back and subsequently advise on, the procurement and installation of a new management system that several Constructing Excellence Clubs had taken up to efficiently and effectively manage their membership and events in general and particular to meet the quite onerous requirements of GDPR.

This has led to a decision by the management committee to invest in the procurement, installation and utilization of 'Wild Apricot'. Obviously, we shall encounter teething problems, glitches and the like as we roll out this new, fully integrated system that will replace absolutely all of our existing systems, including our web site and survey / feedback mechanisms.

However, the expectation is that it will enable the incumbent LCEC management committee; now and into the future, more time to be 'outward looking' and develop the Club for its

members in particular and the industry in general. Rather than as we are now; 'inward looking' and investing a high proportion of the time on the financial and logistical administration of membership and events. The intended result; in line with the very purpose of the LCEC, an independent, self-financed and sustainable organization focused on the continual improvement of the built environment.

As we move into 2019, the management committee have introduced a new member; Ian Farmer, to bring the 'team' up to the same level as 2017, plus new roles and responsibilities to both support and assist the investment made in Wild Apricot, plus better manage and develop the financial investment in the LCEC's: Governance; Membership; Education Programs; Fund raising.

Another 'new member' is that of an independent account's inspector; Jason Farnell, who as of 2018 shall provide a declaration that the clubs accounts provide a true and fair representation of the LCEC's finances.

### **Overall resulting performance**

Against this backdrop of change to the LCEC's resources and capabilities to support its ongoing strategy, it was 'business as usual' with the Club's operations as the management committee delivered evening seminars during 10 months of the year, with our Wine Tasting Event taking pride and place during early December in the traditional run up to the Christmas Festivities. As has become customary, we took a break during August.

As can be seen within this Report, the subject matter was very well received. With the seminars covering topics that are currently having a major impact on our industry: International Politics; European Law; Organising for innovation; Integrated Insurance; Why UK Construction must innovate; The future of Project management; Fire in Tall Buildings; Health & Well Being; Use of Technology. We were extremely grateful to those who spoke and those who not only 'attended', but fully 'participated'.

Similarly, our Construction Breakfast Networking events were held during the same 10 months. They have become very well established and regular draw 45 – 55 members and guests to The Happenstance in Paternoster Square in the shadow of the iconic St Paul's Cathedral.

We were delighted to join forces with the London and South East Branch of Forum for the Built Environment during September, when we used the Construction Breakfast Networking event as a 'Macmillan Coffee Morning'. On the back of this highly enjoyable and it must be said, quite emotional event, it is the intention of the Management Committee during 2019 to review and enhance our current involvement with charitable organisations.

Our thanks go to David Evans of Blake Morgan, who with his wonderful team helped initiate this venture. Such is the success of these events that we shall run a Construction Breakfast Networking event across all 12 months during 2019, ensuring to avoid clashing with Bank Holidays and the onset of the Christmas / New Year holiday season.

Our collaboration with David Evans was extended this year as the LCEC and his colleagues from Oxford Constructing Excellence Club, plus Constructing Excellence Club for the Oxford-Cambridge Corridor, joined forces for an excellent one-day conference during early December on the proposed and highly significant development of the Oxford-Cambridge corridor.

Such is the success of this collaboration with David Evans and the Constructing Excellence brethren of Oxford and Cambridge, there shall most certainly be more to come during 2019 and beyond.

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. Held in the great hall of London Olympia during October, the international event management group responsible for sister events across the globe, provided LCEC with the opportunity to hold our regular monthly breakfast networking event as a key opening session on the first morning of this huge 2-day event.

The management committee were quite rightly flattered to receive such a request but decided to introduce Oliver Kinross to the next tier of Constructing Excellence so to speak and instead supported and assisted London and the South East Region host what was a tremendously successful construction networking breakfast event. We are currently working with Oliver Kinross and London and the South East Region to run the same event at London Build during November 2019.

We were also utterly delighted to plan, organize and deliver select 'Member Only' project visits to three excellent developments, which did include a sneak preview of 'Crossrail'. They were very well received, and such visits shall most certainly be made available for the foreseeable future.

As our Treasurer's report demonstrates, the financial position has continued its positive trajectory. We recorded the largest membership since the formation of the Club some 18 years ago. Our programme of events have been extremely well attended, hence with the prudent financial leadership continuing on, we are able to make investment in the administration of the club and its undertakings for the benefit of its membership. Subsequently we have been able to retain the subscription fees at the levels agreed and set in 2018.

As can be reviewed in the Report, our membership is segmented into eight categories. It is fair to say we shall be actively developing our membership to enable a more even spread across the various disciplines. Of particular interest is attracting more client organisations, architects, plus specialist contractors and suppliers,

Our social media coverage continues to provide encouraging results. Our events enjoy the benefit of two excellent social media experts; Paul Wilkinson and Su Butcher, plus a healthy scattering of active 'Tweeters'. Thus, our Twitter following is one of the largest in the constructing excellence community.

We were delighted that the request for the Club to invest in a bursary for students did come to fruition. Our Student Prize initiative did materialize, prizes were awarded, and the undoubted success of this highly credible education initiative shall be built upon over the coming years. This shall become a mainstay of the LCEC offering.

We would like to place on record our sincere thanks to our website manager Robert Keir. Although going forward our web site will be integral to the new Wild Apricot system, Robert will continue working with us over the coming year to support this transition.

Please do review the LCEC Event Report. Aine Kelly's event analysis is highly detailed and extremely informative. We shall be building on Aine's hard work because during 2019 we shall be endeavoring to respond to the feedback we request; and our members and their guests so readily provide, to ensure provision of the very best service our resources and capabilities can provide. We do recognize that our events are the core service offering and the key opportunity to generate the interest that shall ultimately sustain the organization.

**Management committee members: our thanks are due**

We must take this opportunity to thank two management committee members who are stepping down after serving the club with quite incredible loyalty and dedication. Longest serving being Adrian Wilkins who has worked in various roles, under the leadership of several Chairs for over a decade! Many, many thanks Adrian. We shall miss your highly professional approach, acute attention to detail and invaluable advice. Plus of course your warm, dry, laconic sense of humor.

Also taking his leave is Michael Bryant. Over some five years Michael's positive, 'can-do' approach has been of great value to the committee; ever smiling, highly experienced and possesses a wealth of knowledge of the London construction community. It has been an absolute pleasure to work alongside you Michael, thank you!

We should also mention that due to the current pressures of work, Barry Dobbins has reluctantly had to take a year of absence. However, Barry is hopeful that he can resume his role as a highly valued member of the management committee in 2020.

During 2019 we shall be endeavoring to respond to the feedback we request; and our members and their guests so readily give, to ensure we provide the highest level of service our resources and capabilities can deliver.

I would like to take this opportunity to thank every member of the management committee 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.

*Consequently, this multi-talented team ensured problems were approached as opportunities and the success enjoyed by the London Constructing Excellence Club over the past three years has continued unabated.*

**Last word**

Last but not least, a huge thanks to all of our topic specialist presenters, members and their guests, plus the staff at the venues we have frequented over the past 12 months. They have all been quite magnificent!

Their appreciation and support for our offering has been truly heartwarming and makes all the hard work that goes into running a Constructing Excellence Club so very, very worthwhile.

**Elvin Box**

Chairperson, January 2019



Chairperson  
**Elvin Box**  
Mace  
[elvin.box@mace.com](mailto:elvin.box@mace.com)

# **LCEC Treasurer's Report for year ending 31 December 2018**

## **Executive Summary**

The Club commenced 2018 with a bank balance of £17,976.90, after settlement of accruals and has closed the financial year at 31<sup>st</sup> December, with a marginally increased position of £18,592.48.

The subscriptions coupled with ticket sales both on the door and via pre-registration through 'Eventbrite,' combined with monies collected through the monthly breakfast networking meetings, provided an excess of income over expenditure of **£615.58** (£3,160.18 for 2017).

As Treasurer, I am therefore pleased to confirm that, notwithstanding some important investment initiatives that have been implemented, the Club continues to be solvent and will carry forward the sum of **£18,592.48** (£17,976.90 for 2017) to the 2019 financial year, the details of which are set out in the following financial statements.

## **General Details**

The membership subscription rates for 2018 were agreed by the Officer's to be retained at the same level as 2017.

To encourage early payment of subscriptions, an Early Bird Discount ('EBD') has again been offered to members and future members if their subscription fee was paid before the end of February. Corporate EBD for 2018 was £20 and the Individual EBD was identified at £5. Thirty six organisations and individuals benefited from the application of this EBD (2017 at 39) against their subscription. One hundred and nineteen subscriptions were received throughout 2018 (2017 was 112) which is the largest membership since the formation of the Club in 2001.

As part of the Student Prize initiative, the winner and three runners up were offered and have accepted Individual Membership, free of charge, for 2018 and 2019, which has resulted in the Club's overall membership reaching one hundred and twenty-three.

As required by our Constitution, the funds of the Club, including all subscriptions, ticket sales, donations, contributions and bequests, are paid into an account operated by the Club Officers in the name of the Club. This has been chosen as a Business Current Account at NatWest Bank, Holborn Circus branch. The Club also has a Business Reserve Account at the same establishment.

The Club does not have a credit card facility, so all payments are completed via cheque withdrawals from the Business Current Account. All drawn cheques must be countersigned by two of the Club authorised signatories. An additional signatory has been added to the account during 2018 to allow greater flexibility.

## **Income Details**

Club income for the year ending 31<sup>st</sup> December 2018 was **£27,470.41** (£26,733.81 during 2017) which was derived from:

- Subscriptions at £20,565.00 (75%);
- Ticket sales for breakfast meetings at £2,870.72 (10%);
- Ticket sales for Club Meetings at £1,789.44 (7%);

Corporate subscription raised 70% of the subscription income whilst Individual membership brought in a further 25%, with the remaining subscription income from Educational and Not for Profit members.

A further 7% of the annual 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 2017 and raised 10% or £2,870.72 (£3,177.54 for 2017).

Eventbrite continued to be a useful administration tool for the Club's event management and has successfully been used for both accepting bookings and deposits, as well as refunds where appropriate. However, the Club has absorbed the Eventbrite administration costs (circa 10%) which are applied to ticket receipts and thus it is the net costs that are identified in our accounts. This is amongst the reasons why a new event management solution will be implemented from the beginning of 2019.

### Expenditure Details

Club expenditure for the year ending 31<sup>st</sup> December at **£26,854.92** (£23,573.63 for 2017) has been accrued principally from the cost of supporting each of the Club meetings; speaker expenses; speaker thank-you gifts; miscellaneous administrative and IT expenditure. In addition, this year the expenditure includes a two-year licence for the Wild Apricot application, which combined with Pay-Pal will form the basis of the membership and event management platform for the Club, moving forward.

Two longstanding Officers have indicated that they will not be seeking re-election at the 2019 AGM and costs associated with thankyou gifts from the Club have been included within these accounts.

The cost of providing the breakfast networking events throughout 2018 was £5,179.40 (2017 was £3,859.88) as against ticket sales of £2,870.72 (2017 was £3,177.54). The average cost incurred in providing each of the Club's twenty-one events (2017 was 23nr) events during 2018 was £903.59 (£895.79 for 2017)

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 will be made during 2019 and it is anticipated that this should achieve a similar rating and, as such, the Club will not have any liability to Corporation Tax, therefore, no reserves have been set aside for this purpose.

### Independent Accounts Inspection

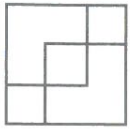
As the new Treasurer, I was very keen to maintain the high standards set by my predecessor and was therefore heartened that the Committee accepted a recommendation for the accounts to undergo an independent inspection, which has been undertaken by the Managing Director of Commercial Risk Management, an organisation that is linked by membership to the Club. The inspection opinion is attached, and I should add that they have generously donated their honorarium to the Movember Foundation.

In the spirit of promoting good practice, it is anticipated that this measure will continue in future years.

### Conclusion

I would like to conclude by thanking my predecessor David Hucker for handing over the accounts to me in such exemplary order and for proving some very helpful advice over the course of the transition period.

**Philip W. Hynard**  
**Treasurer**  
8<sup>th</sup> January 2018



8<sup>th</sup> January 2019

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.

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**

7A Waterside Business Park  
Waterside, Chesham  
Buckinghamshire HP5 1PE  
United Kingdom

Tel: +44 (0)1494 778963  
Fax: +44 (0)1494 773484  
contact@commercialrisk.management  
[www.commercialrisk.management](http://www.commercialrisk.management)





# LONDON CONSTRUCTING EXCELLENCE CLUB

(www.londonconstructingexcellence.org.uk)

## INCOME and EXPENDITURE ACCOUNT for the period ending 31st December 2018

INCOME	2018	2017
Subscriptions		
Individual	5,075.00	3,657.17
Corporate	13,550.00	13,890.00
Double Corporate	940.00	920.00
Educational / NFP	1,000.00	1,380.00
<b>Sub-Total - Subscription Income</b>	<b>20,565.00</b>	<b>19,847.17</b>
Ticket Sales via Eventbrite - Evening Events	1,739.44	2,906.64
Ticket Sales 'On the Door' - Evening Events	50.00	25.00
Ticket Sales via Eventbrite - Breakfast Events	2,870.72	3,177.54
Ticket Sales 'On the Door' - Breakfast Events	-	-
Other Income *	2,235.01	776.40
NatWest 'Business Reserve account' interest	10.33	1.06
<b>Total Income</b>	<b>27,470.50</b>	<b>26,733.81</b>
<b>EXPENDITURE</b>		
AGM	1,132.35	489.60
Other Evening Events	12,663.69	13,588.84
Breakfast Events	5,179.40	3,859.88
Speaker costs/gifts/travelling etc.	666.00	2,664.96
Commission Paid to Eventbrite	507.31	inc
Zurich Insurance PI	207.20	137.50
Student Prize	1,370.00	-
Information Technology		
Zen Internet annual charges	80.25	65.85
Mailchimp costs	229.09	inc
IT Support and License Fees	3,040.71	-
Refunds	90.00	35.00
Administration Expenses	85.81	248.74
Other *	1,603.11	2,483.26
<b>Total Expenditure</b>	<b>26,854.92</b>	<b>23,573.63</b>
<b>SURPLUS / (DEFICIT)</b>	<b>615.58</b>	<b>3,160.18</b>

### Notes

\* Other Income includes the refund of the deposit of £500.00 from London Capital Club and receipts for Oxford Cambridge Corridor Challenge Event - Not yet Disbursed, for which separate provision has been made under Other Expenditure.

Signed: \_\_\_\_\_

Elvin K. Box  
Chair  
8th January 2019

Signed: \_\_\_\_\_

Philip W Hynard  
Treasurer  
8th January 2019



# LONDON CONSTRUCTING EXCELLENCE CLUB

(www.londonconstructingexcellence.org.uk)

## BALANCE SHEET at 31st December 2018

	2018		2017	
	£	£	£	£
<b>Current Assets</b>				
Cash at bank:				
Business Reserve Account (31st December 2018)	9,852.69		12,388.34	
Current Account (31st December 2018)	17,024.08		7,013.71	
End of Year adjustment	-	26,876.77	0.04	19,402.09
<b>Current Liabilities</b>				
Accruals		-8,284.29		-1,425.19
		18,592.48		17,976.90
<b>Net Assets</b>				
Represented by				
Retained income brought forward from prior year		17,976.90		14,816.72
<b>Add: Excess Income / (Expenditure) for Current Year</b>		615.58		3,160.18
		18,592.48		17,976.90

Signed: \_\_\_\_\_

Elvin K. Box  
Chair  
8th January 2019

Signed: \_\_\_\_\_

Philip W Hynard  
Treasurer  
8th January 2019



Treasurer  
**Phil Hynard**  
AECOM Professional Services LLP  
[Philip.Hynard@aecom.com](mailto:Philip.Hynard@aecom.com)

## Club Secretary's 2018 Report

Set out below is a brief overview of the key secretarial matters that arose during 2018.

At the January committee meeting the decision was made not to print multiple paper copies of the AGM Report for the purpose of the AGM but instead to make electronic copies available to the membership via email. The objective was to save time, cost and paper. It was noted that Simon Cash and David Hucker would be standing down from the roles of Chairman and Treasurer respectively at the 2018 AGM.

There is nothing significant to report from the **February, March and April** committee meetings of the LCEC officers.

At the **May** committee meeting, it was agreed that the Club's data-gathering platforms needed to be updated to achieve compliance with GDPR.

There is nothing significant to report from the **June** committee meeting.

At the **July** committee meeting, the LCEC officers approved the opening of an account with HSBC Bank and the publishing of an amended Privacy Policy.

At the **August** committee meeting, the need to appoint a data protection officer from the Committee was agreed.

There is nothing significant to report from the **September and October** committee meetings.

At the **November** committee meeting, the purchase of Wild Apricot was approved. Wild Apricot is a membership management software application.

At the **December** committee meeting, it was agreed that the committee structure would be re-organised in preparation for the AGM on 15<sup>th</sup> January 2019 and to better reflect the management structure assumed by Wild Apricot.

The formal Notice of the 2019 AGM was issued to the membership electronically on 19 December 2018.

### Paul Brampton

Club Secretary, January 2019



Club Secretary  
**Paul Brampton**  
Solicitor  
Partner  
IBB Solicitors  
01895 207276  
[paul.brampton@ibblaw.co.uk](mailto:paul.brampton@ibblaw.co.uk)

## Events Report for 2018

During 2018, LCEC organised 24 events for members and non-members, comprising:

- 10 technical evening events
- 10 networking breakfast events
- 3 site visits
- 1 wine tasting.

In addition, LCEC supported the Cambridge-Oxford Corridor Challenge Conference organised by Oxford Constructing Excellence and Cambridge-Oxford Corridor Constructing Excellence clubs.

The technical events in 2018, on the 2<sup>nd</sup> Tuesday of each month, covered a wide range of subjects:

January	Brexit (after the AGM)
February	Collaboration
March	Construction disputes
April	Integrated project insurance
May	Sustainable cities
June	Project management
July	The Farmer review
September	Tall building fire safety
October	Well-being and mental health
November	Using mobile apps to engage with stakeholders.

Most of these were single/dual speaker events with a technical presentation, while a few were run as a Panel Discussion to encourage more Q&A from the attendees. In all cases, LCEC is extremely grateful to the speakers and discussion panel participants who took part in these events and made our programme possible. Our members made over 1000 bookings to attend these events, and helped us provide a varied and dynamic programme during the year.

The Discussion Panels continued to be well-received and this format will continue to be used in 2019.

Sadly we had to cease our relationship with London Capital Club early in 2018 as this venue closed in February 2018. Since then we have gone back to ALUK, near Old Street, and also tried some new venues including The Gallery at Alan Baxter & Associates, Mace (twice), HKS, and Arup. As is now becoming traditional, we were very pleased to be at University of Westminster for our January AGM/technical event.

The LCEC Networking Breakfasts on the 4<sup>th</sup> Tuesday of each month also continued to be strongly attended. 659 registrations were made for these popular networking events, and 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 2019 at the same venue.

Three “members only” site visits were organised by Hussain Tawanaee and Crispin Henley from the LCEC Committee, and these were very well received, as always.



The availability on site visits is constrained by the logistics at each site, and these events always fill up very quickly. Visits were made to Crossrail at Farringdon (April), 100 Liverpool Street (June), and Canada Gardens at Wembley Park (September).

The Wine Tasting was, as always, presented by Julia Trustram-Eve of GB Wines. She entertained us with a varied mix of sparkling, white and red wines. As usual, this event was a sell-out and got the Christmas season off to a good start. This year though, we were in a new venue at The Court Room, St Andrew Holborn instead of London Capital Club. But everyone seemed to agree that it was an excellent alternative, and in some respects event better than LCC as it provided a more intimate atmosphere.

The Cambridge-Oxford Corridor Challenge Conference was also a great success, with nearly 150 attendees. LCEC was very pleased to be able to support this worthwhile event.

Although LCEC events are free for members (corporate, not-for-profit and individual), they do also attract a number of non-members and we are grateful for their support. The ticket fees they pay help support your Club and help us to keep subscription costs as low as possible.

#### **Adrian Wilkins & David Churcher**

Events, January 2018



Events  
**Adrian Wilkins**  
Life Cycle Consultant  
Faithful Gould  
020 7121 3003  
[adrian.wilkins@fgould.com](mailto:adrian.wilkins@fgould.com)



Events  
**David Churcher**  
Managing Director  
Hitherwood Consulting  
07900 254090  
[david.churcher@hitherwood.co.uk](mailto:david.churcher@hitherwood.co.uk)

# January 2019 AGM

## LCEC Membership Secretary Report

### Who attended in 2018

2018 saw the number of member organisations grow by 10% since 2017. There were 123 corporate or individual companies. The split was as follows:

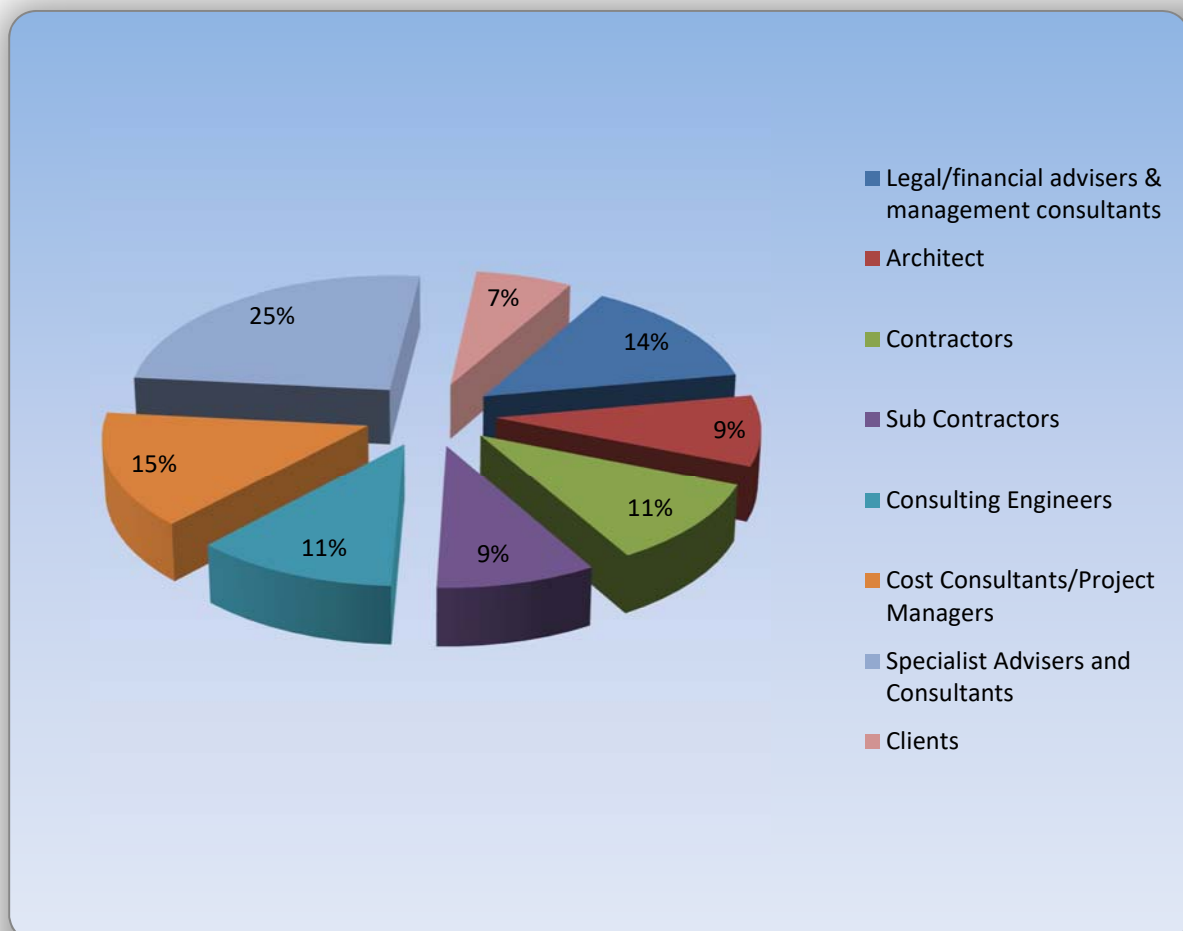
- 51 companies took up corporate membership.
- 67 individuals took up personal membership.
- 5 institutional establishments took up educational and not-for-profit membership.

There was a high level of attendance at events from member organisations with multiple representatives taking benefit of the corporate membership rates and two companies took out a second corporate membership to enable greater than six attendees per event. From organisations who did not renew membership in 2018, individuals continued to attend, choosing to provide door donations.

The event invites are circulated to around 2,000 individuals who have either attended in the past or expressed a preference to attend.

### Membership by Sector

The mix of members for 2018 was split as follows:



## National Constructing Excellence Members

Constructing Excellence (National) seek to create attendance at a wider number of clubs. Therefore, Constructing Excellence will now pay up to £100 per club toward the membership fee of a Constructing Excellence National member at Corporate member grade of a Club, and there will be up to 5 such payments available according to National member grade, as follows:

<b>National Member Grade</b>	<b>Clients Grading</b> (Value of work procured pa)	<b>Suppliers Grading</b> (Full time employees)	<b>Maximum No. of Club membership Contributions of £100 each</b>
Huge	£1bn	1001+	5
Large	£501m to £1bn	251 to 1000	4
Medium	£101m to £500m	51 to 250	3
Small	£51m to £100m	11 to 50	2
Micro	<£50m	<10	1

For National members to pursue payment by Constructing Excellence, you need to advise the Club Treasurer of your membership requirement and confirm your requirement to:

Colm Quinn at Constructing Excellence [colm.quinn@constructingexcellence.org.uk](mailto:colm.quinn@constructingexcellence.org.uk)

In the first instance, National members should provide full payment to the LCEC to suit membership requirements. When payment from CE has been received, the balance for the fee reimbursed by National CE will be reimbursed.

National CE do not recognise the benefit of joining more than one local club without being a member of the National CE.

## New Faces

We were pleased to see many new faces and non-members at the events, who we thank for providing both door donations to the club and to broaden the marketing network that the club offers. It is good to see that some of the new faces have become regulars over the recent few months and we will continue to offer the club benefits to non-members over the year ahead. We would also like you to consider whether it would be worth joining as an individual member or corporate member, especially if you are a regular attendee.

## Spread the Word

As a non-funded club, we would like to take this opportunity to ask you to promote your club, and what you have taken from it, to your colleagues and fellow work friends from other areas of the business, so that we can continue to grow and promote excellence in London. It is your club and increased membership is key to its future. We look forward to seeing you all again in 2019.



**Barry Dobbins**

**Membership Secretary**

**January 2019**

[barry.dobbins@watermangroup.com](mailto:barry.dobbins@watermangroup.com)

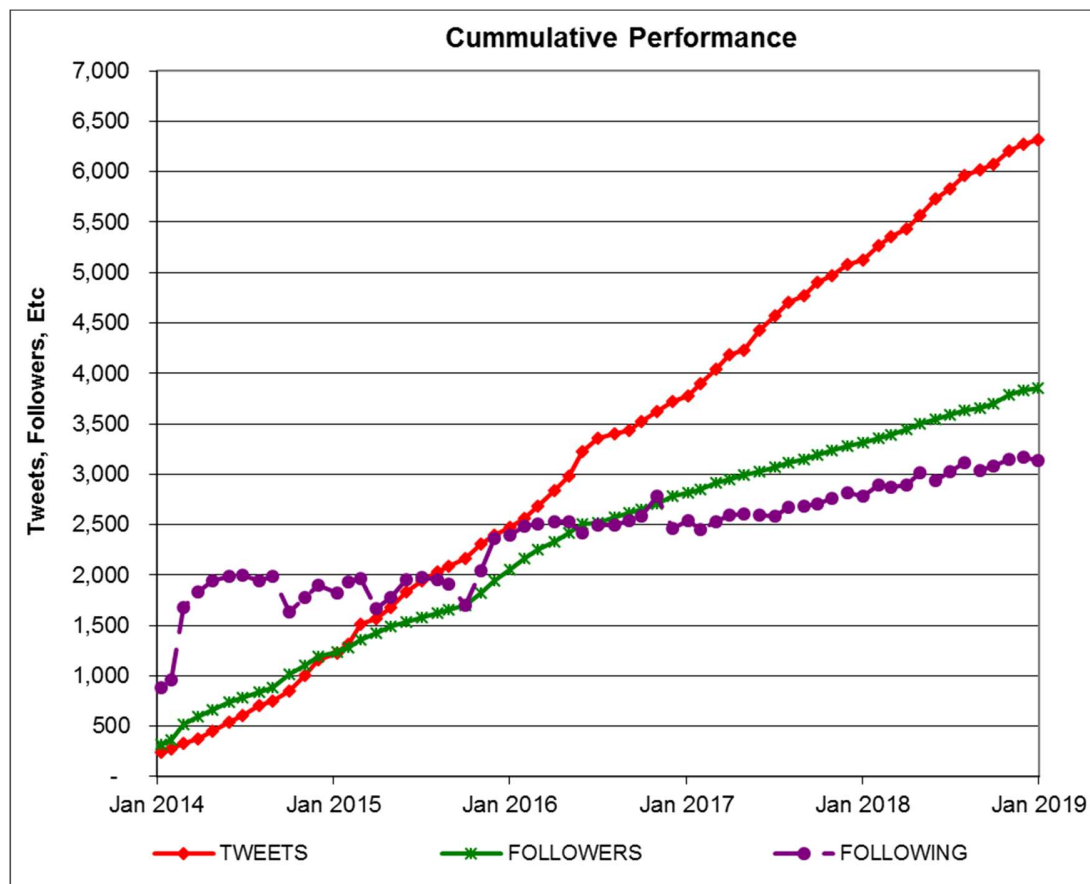
## Social Media (Twitter) Report

### 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 (19.3k). The number of followers has grown by c16% in the last year, to c3,850 from c3,300, at the end of 2017. This is a reduction in the rate of growth, from c18% last year, and is expected to reduce 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 (@EEPaul), Su Butcher (@SuButcher), Elvin Box (@ElvinBox), Hussain Tawanee (@HusainTawanee) and Rob Garvey (@Rob\_Garvey) for their event Twitter feeds.

## **Paul R Greenwood**

Social Media, January 2019



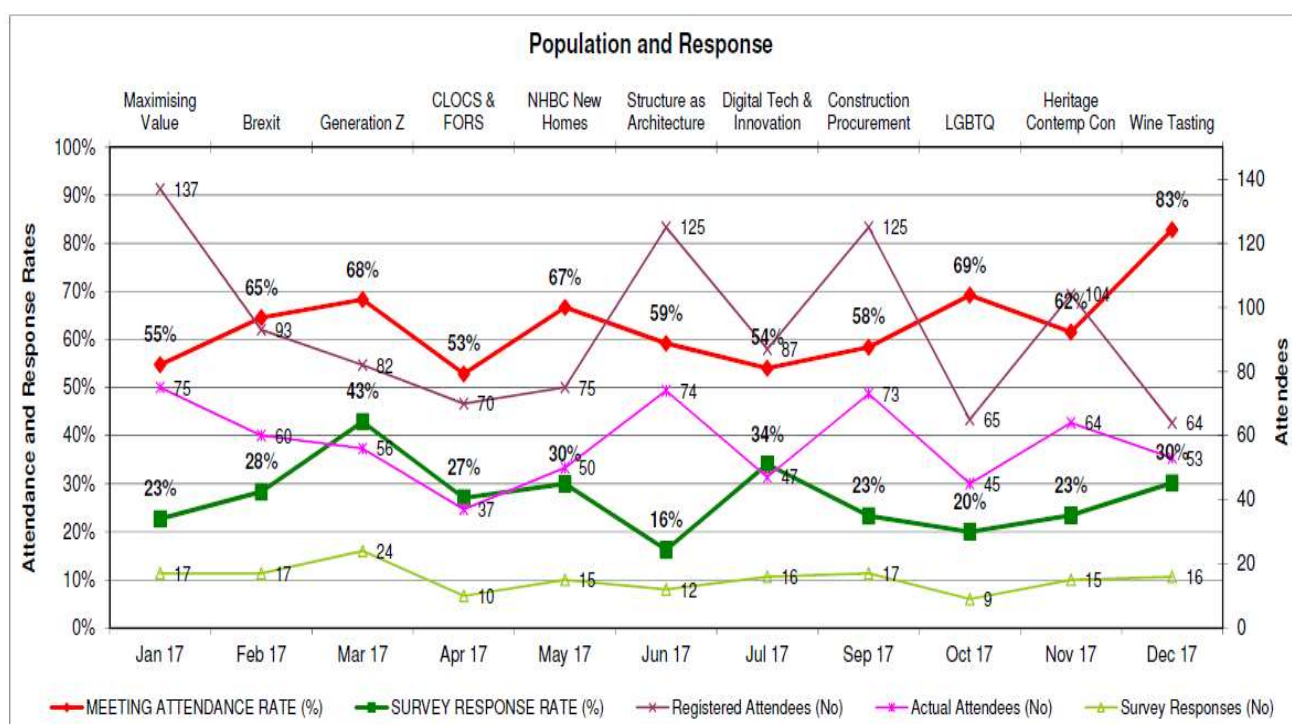
Social media  
**Paul Greenwood**  
Managing Director  
Greenwood Consultants Ltd  
+44 (0)7712 763 079  
[pgreenwood@greenwoodconsultants.com](mailto:pgreenwood@greenwoodconsultants.com)

## Meeting Feedback Report

2017 provided a diverse and varied schedule of events for the Club.

We captured a wide program: BIM and Soft Landings to start the year, Health & Safety, in a truly interactive fashion, with CLOCS and FORS, Regulations and Tech with NHBC and Digital Technology updates, industry context with Brexit updates and Construction Procurement, Design subjects with Structures & Heritage through to the social and more human side of the industry with Generation Z and LGBTQ and diversity in Construction. And after all that we still managed to absorb some wine tasting techniques and knowledge to end the year. We thank all speakers and participants for giving their time, their knowledge and their experiences to make this happen. We also tried out two new venues this year both of which received positive feedback from members: the ALuK showroom and the Museum of London Docklands.

Next to Wine Tasting, Generation Z, NHBC and LGBTQ Diversity in Construction drew the largest attendance throughout the year. CLOCS & FORS and LGBTQ Diversity in Construction were notably the most relevant events to members in 2017.



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.

## **SURVEY MONKEY**

### **Q6 Suggestions for Future Events**

#### **Wine Tasting**

**12 December 2017**

Not at the moment

Love tasting events for networking, they are a great winner. Easy to make conversation.

More wine or whiskey

**14 November 2017**

Possibly more detailed presentations on cutting edge projects

Following on from yesterday's talk it would interesting to hear about drone surveys and their application.

Changes in Fire Regulations following the Glenfell fire.

**10 October 2017**

Off-site manufacturing, contracts

I think diversity is a very important theme so would love to see more events on this topic.

**12 September 2017**

Love to have an evening on BREXIT and possible effects upon construction

Attendees list

**11 July 2017**

More CE content - as this presentation.

More industry best practice case studies

May be presentations / seminars by professional institutions

Not at present

**13 June 2017**

Love to have an evening on BREXIT and possible effects upon construction

Attendees list

**09 May 2017**

More Constructing Excellence topics

Any topics relating to the London Housing Crisis Site visits are of interest

It will be nice if we could have a presentation on JCT/contractual matters and the common problems.

Large infrastructure projects e.g. Crossrail/ Elizabeth Line

Very much into Lean Construction currently

Blockchain ... what is it and what do we need to know? Do we need standards? ... International Construction Measurement Standards?

**14 April 2017**

The CE awards winners & highly commended

Always keen to hear about construction's use and involvement with: Innovation; Technology; Politics; Law

The role of the designer in designing with health and safety in mind

**14 March 2017**

Use AluK again

I believe the majority of events on offer are relevant, informative & interesting

Would be good to have other events at this venue

Given the emphasis of the evening on new generations, it would be interesting to cover how the latest digital technology (not just BIM) is affecting (or not affecting) the way we build. Are construction dynamics keeping up with the fast-paced digital revolution and making the most of innovation or are we just using a limited number of tools available (e.g. snagging digitally on tablets rather than on paper, etc.)

Integrated Project Insurance Dudley College  
more of the same

**14 February 2017**      **Brexit**

Mark Farmer - Modernise or Die, whilst this is still topical

Condensing the data on the screens down into a more understandable and easy to interpret format. Perhaps a hand-out with the more detailed data for the audience to take away would be beneficial.

Environmental awareness and sustainability

**17 January 2017**      **Maximising Value**

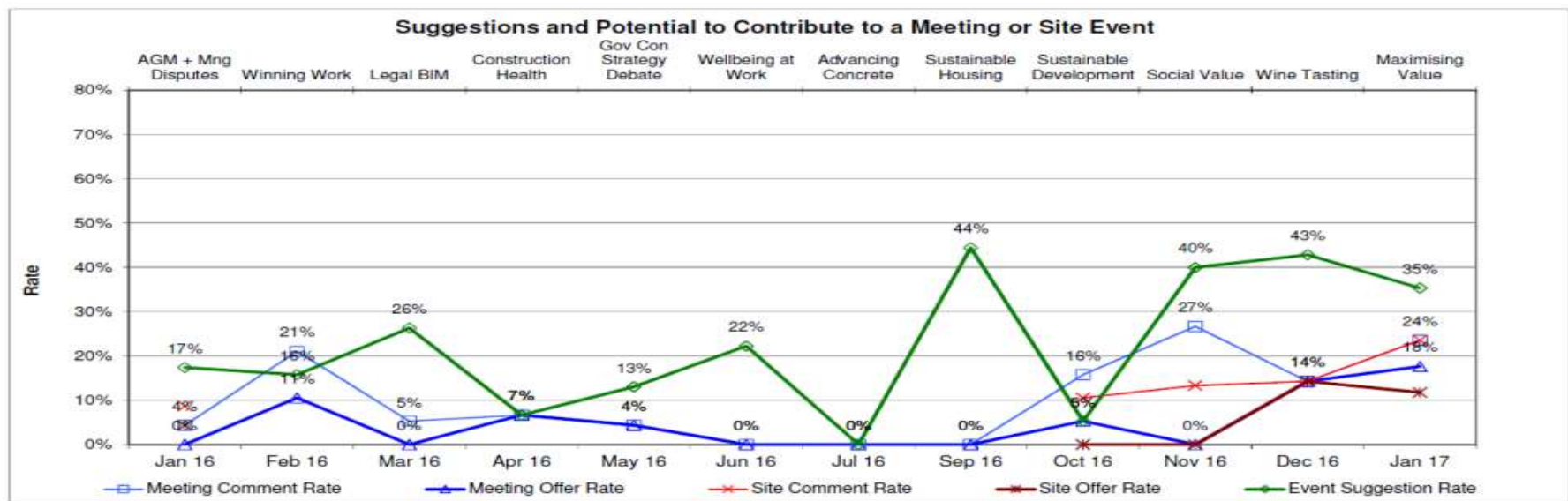
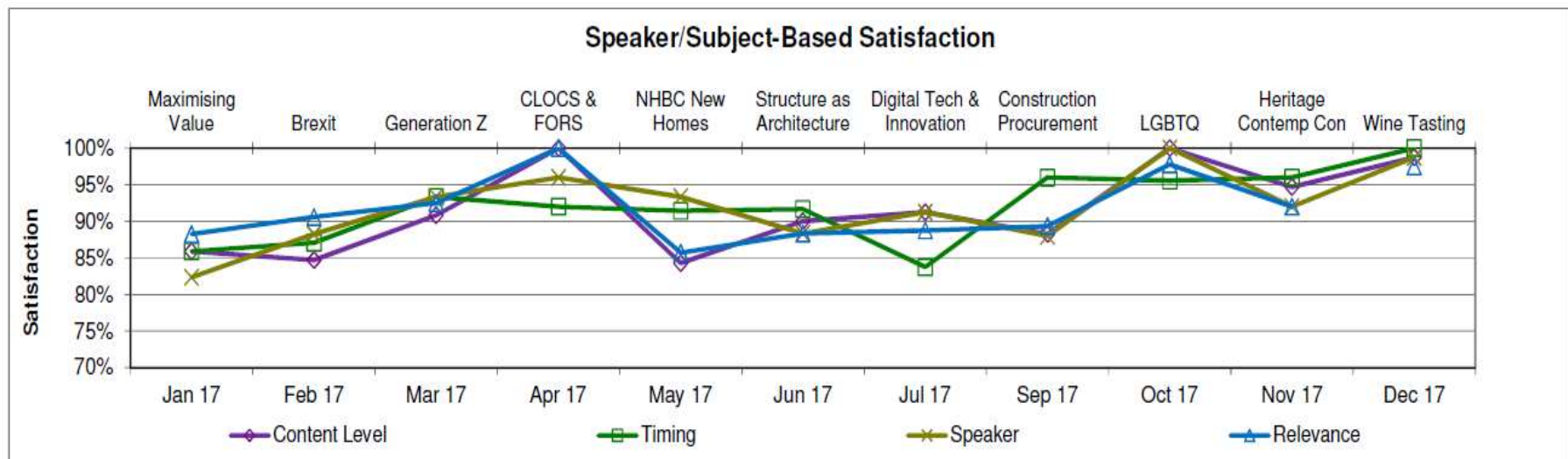
Issues and challenges experienced during the operational phase of buildings and structures  
achieving Level 2 BIM case studies. Future technologies/methods of construction

The Farmer Review

More on BIM, sustainability and energy

looking forward to a combined NEW technology event





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. We note low attendance in Sub Contractor and Supply chain sector this year and would 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, fall 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 Officer, January 2018



Post Event Evaluation Officer

**Aine Kelly**

Architects Fleming Maguire

[aine@architectsflemingmaguire.com](mailto:aine@architectsflemingmaguire.com)