



The Institute of Demolition Engineers

Minutes of the

45th ANNUAL GENERAL MEETING

One Great George Street, Westminster, London SW1P 3AA

12th November 2021

Present:

Richard Dolman FIDE – President, Trustee
Stuart Accleton FIDE – Honorary Treasurer, Trustee
Gary Bishop FIDE, Trustee
Howard Button FIDE, Trustee
Duncan Rudall FIDE, Trustee
Maureen Tong-Ralphs National Secretary (Virtual)

Toby Comley MIDE
Mark Jack MIDE
Grant Styles MIDE
Brian Carroll MIDE
Stephen McCann FIDE

Apologies:

Steve Andrew
William Crooks
Chris Goodfield
Martin Hurley
Eamonn MacCormack
Tony Taperell
Vernon Watson

John Davies
Scott Dawson
Carl Dinnage
Frank Donohoe
Thomas
Fitzsimmons
Ernesto Flores
Pat Foley Andrew
Forshaw

Adrian Kelly
Keith Kelsey
Patrick Kenneally
Simon King
Mary Kinselle
Colin Knight
Scott Lardner
David Lindsell
Malcolm Lowes

Jody Paxman
Steve Peacock
Sam Peck
Joe Ready
Philippa Redhead
Ross Redhead
Jake Robins
Joe Rumbol
Matt Saunders

Matthew Bardgett
Robert Barker
Ashley Barlow
Alan Beattie
Steve Bocking
Phil Bowen
Daniel Breeze
Matthew Browne
Robert Brown
Paul Burley
Daniel Byng
James Caldwell
Mark Cheeseman
David Churchward
David Clarke
Rob Clarke
Matthew Cole
Adrian Corrigan
John Cuddy
Andrew Dale

Chris Foulser
Javier Garcia
David Gauja
Lee Goswell
George Gray
Dr Paul Hampton
Brian Haughton
Karen Hawtin
Vinny Healey
Michael Henderson
Sean Heron
Tony Hill Jnr
David Hull
Paul Hunt
Steve Jack
Robert Jackson
Alan James
Stephen Jones
Stephanie Kaberry
Conner Kearey
Mike Kehoe

Ryan Lowes
John Lynch
Terry Madden
Shaun May
Daniel MacKinlay
Craig MacWilliam
Ian Martin
Tom McGee
Conor McHugh
Andrew McIntyre
Kenny McKeen
Adrian McLean
Cormac McLean
Charles Moran
Matthew Mowat
Andy Neath
Mark Nicholls
Jakub Nowak
Tom O'Connell
Simon Ogden
Steve Parker

Josh Scriven
Ian Skillings
Jonathan Sowerby
David Stafford
Ben Staples
Chris Turok-Hallam
Adam Tynan
Badar Uddin
Richard Vann
Harry Ward
Jonathan Weaver
Mike Weaver
James Williams James
Williams
Peter Williams
Jeremy Wolstencroft
Robin Wright
Emma Yee
William Young

1. Minutes of the meeting held on 27th November 2020

All agreed the minutes were a correct record of the 2020 Annual General Meeting.

Proposed: Joe Ready Seconded: William Young

2. Matters Arising

There were no matters arising.

3. Presidents Annual Report on the state of the Institute

Richard Dolman welcomed members to the 44th Annual General Meeting and stated that he was pleased to see everyone back in a room together again.

Richard commenced by saying that it has been a privilege and an honour to have been the President for the last year and that he wished to thank all of the Membership, Council of Management and the staff at IDE Headquarters for their support during this period.

He continued to state that this past year has not been the easiest, however, despite the challenges the IDE have managed to remain in a healthy financial position. With thanks to the Council of Management the IDE have been able to weather the storm. He particularly wished to thank S Accleton for his support when faced with some financial challenges during a time when it was important to ensure that IDE finances remained in a stable position. Although it has been a difficult time the Council of Management have agreed that it will not be necessary to increase subscription fees for the period 2021-2022.

He confirmed that Membership remains strong despite losing a few due to retirement, student membership reaching their conclusion and a handful who have unfortunately lost their membership due to the non-payment of their subscription fees. Richard reminded members that, as part of IDE membership it is the individual's sole responsibility to ensure that subscription fees are paid on time each year. He stated that M Tong-Ralphs, M Harris and A Roberts waste many unnecessary hours following up on unpaid fees, time that could be better spent on more important IDE business. He stated that an appeals process is in place for memberships that are terminated due to non-payment of subscription fees, however, members need to be aware that if the Membership Committee agree to reinstatement an additional reinstatement fee is payable by the member before he will be reinstated on the membership roll.

NB: The fee will cover all administration charges related to the reinstatement of the member. The member will also be expected to pay any unpaid Subscription fees to bring their IDE account up to date.

Richard stated that he was pleased to report that many new and younger generation members have chosen to join the Institute throughout the year. He was also pleased to report that the second intake of the Foundation Degree in Demolition Management had been completed, the third intake was currently underway with a fourth scheduled to commence in March 2022. In addition to this the third intake of the MSc course at Wolverhampton University was well underway. He thanked Dr Terry Quarmby for his input in both the MSc and Foundation Degree and for all his efforts in launching both courses. T Quarmby has since handed his responsibilities over to Stephen McCann who has continued to organise the Foundation Degree and Richard thanked him for his efforts in the development and delivery of the course. He also thanked both Mick Ulyatt and John Orell for continuing to tutor the course. Richard stated that he was confident that education would continue to be a massive benefit to the Demolition industry as well as being recognised by clients and stakeholders who are involved in the Demolition process. He feels that we, as an industry, should be proud of the academic standard that we now have and would encourage more people to get involved in sitting a degree course.

Richard announced that it was his intention to implement a new, robust IDE Library which would enhance the academic side of Demolition. He thanked S McCann who had produced three academic papers that were currently going through a peer review process before being published. He encouraged members to submit their papers for this purpose.

Richard was also pleased to see that, although two examinations sessions were postponed due to the Covid-19 pandemic, we were able to carry out examinations again in September with a very healthy number of members sitting them. There were also approximately 100 members who had also achieved a higher grade of membership over the last year. Although this was extremely encouraging, we were unable to hold an Awards Ceremony at the Annual Luncheon this year due to the number of Awards and the number of students who would also be Graduating from the Foundation degree. It was therefore decided that a formal Graduation and Awards Ceremony would take place at the Royal Armouries in Leeds in February 2022. This event would then be followed by the traditional Spring Seminar.

He was also disappointed to have had to cancel all Seminars in 2020 and the last AGM/Annual Luncheon due to the pandemic however, these were replaced by National on-line events that were free of charge and offered CPD to all members who attended. Despite some technical issues experienced with the on-line AGM overall these events proved to be a great success. Apologies if you were affected by any technical issues during this event.

Richard informed the Membership that at the beginning of September ID HQ had moved to more suitable office premises that offered nicer conditions as well as small savings on running costs. He thanked S Accleton, M Harris and A Roberts for managing the move.

Richard confirmed that he had been delighted to have attended a very successful and well organised regional meeting in the Northwest. He offered his thanks to all those involved in this event. He feels that Seminars form an important part of the Institute and would encourage members to consider speaking at one of the events to share their experiences and best practices with other members, he also reminded members that payment is also offered.

Once again, due to the pandemic a decision was made to defer the Council elections until 2022. With this in mind, Richard announced that S Accleton has chosen to stand down from his position as Trustee, member of the Council of Management and Treasurer effective from 31st October 2022. On behalf of the Council of Management and Membership Richard thanked Stuart for his massive contribution to the Institute over the last 14 years and offered his appreciation for the long notice period Stuart has provided. Applause followed. **If anyone is interested in the role of Treasurer, please contact a member of the Council of Management.**

Richard mentioned that Demolition has recently been on the receiving end of indirect bad press concerning the carbon produced by the Demolition industry. With himself representing the IDE and Howard Button representing the NFDC both have been busy forming some positive links with stakeholders and RIBA (Royal Institute of British Architects). Their attendance at meetings and seminars have resulted in key people approaching them with the intention to understand the industry better. He feels that this is a big step at the beginning of a collaborative journey that must be embraced.

He reported that the amnesty on the IDE CPD Scheme will be lifted in January 2022 and members will be expected to provide the minimum amount of CPD hours from that date. To assist with this the IDE will be offering **CPD Talks** which will be between 1-2 hours long and will cover subjects relevant to the industry. There are currently 15 Talks ready to be delivered and it is hoped that delivery will commence in January. Following consideration, he hopes to obtain sponsorship to cover the cost of the delivery of these Talks which means that members will benefit from them free of charge. He wished to thank everyone who has supported this initiative to date.

Richard informed the membership that his plans for his second year as President include setting up a Best Practice and Lessons Learned Forum in partnership with the NFDC. He also intends to explore the opportunity of filming and archiving all Seminars so that Members may refer to them at a later date via the website.

Richard thanked all Exhibitors, Speakers and Sponsors who have contributed and supported IDE events throughout the year. Special thanks also go to the Sponsors for today's Annual Luncheon: International Marketers (London) Ltd (INMALO), Worsley Plant, and bph Attachments.

John Woodward expressed his concern regarding the costs that were incurred by members. He mentioned the costs to members when they had lost their membership and following an appeal were requested to pay a fee for reinstatement. He also mentioned the costs involved in sponsorship of the CPD Talks as well as the lack of regional meetings. In response Richard stated that a significant number of members had lost their membership due to the non-payment of their subscription fees this year and reiterated that a large amount of time and effort had been taken to encourage members to settle their fees prior to their termination. He stated that in his opinion if members are unable to manage the responsibility of paying their subscription on an annual basis, then they are not offering the standard of professionalism expected of an IDE member. In addition, Richard stated that considerable expense had gone into the development

of the CPD Talks and rather than expect the IDE to absorb the costs it was agreed that an opportunity to sponsor the delivery of them would be more sustainable. This would enable the IDE to offer them free of charge to the members. Richard also noted the comment regarding the lack of regional meetings and confirmed that this was something the Council needed to address however, he would like to see some more involvement from the membership regarding these events.

S Accleton stated that bursary opportunities were also on offer (to both members and non-members of the IDE) for both the MSc and Foundation degree courses and that money had been set aside in the budget for this purpose. He confirmed that one member was already benefiting from the Foundation Degree bursary. He also stated that the CPD Talks would still go ahead whether sponsorship was available or not.

In response to John's comment regarding the IDE magazine Richard stated that the Council were close to agreeing a new Marketing budget that will involve some radical changes to the website and social media as well as some other new things that will be available to members.

In response to John's comment concerning the emails he received from other organisations that shared useful articles on a weekly basis, Richard stated that the content of these emails relied on members who write the articles and submit them for publication. He stressed that the Council are not the only ones responsible for providing this information and that it is also down to the members to contribute to making the Institute successful.

Richard Vann expressed his disagreement concerning the comment Richard Dolman had made about the professionalism of members in relation to the non-payment of subscription fees. Richard apologised that he had found this to be offensive however he reiterated that a considerable amount of time, effort and expense was spent on chasing and encouraging members to pay their subscription fees on time. S Accleton added that it was not unusual to still be chasing the payments for up to 6 months past the deadline. He confirmed that M Tong-Ralphs sent up to 6 reminders as part of this process and usually only received a response one membership had been terminated. There were also at least three Membership Committee meetings that had taken place during this time where individual cases were discussed prior to any decision to terminate was made.

Richard Vann suggested alternative payment methods for those who have difficulties in paying and S Accleton confirmed that the IDE offer payment plans depending on the individual circumstances as well as many other methods of payment to accommodate members when necessary.

In response to Richard Vann's query S Accleton confirmed that at the time of the Council of Management meeting in September the IDE lost 8 members due to non-payment of Subscription fees which is equivalent to approximately £2000.00 worth of revenue, this does not take into consideration the amount of administration time involved in chasing these payments. Prior to this in July there were 60 members who had failed to pay their subscription fees by the 31st May.

Steve Jack suggested that an email be sent to all members encouraging them to come forward and speak at an IDE event.

Tommy Fitzsimmons commented regarding the circumstances that surround the termination of memberships and the issues with mental health some members have experienced. R Dolman confirmed that this is taken into consideration as well as many other issues and that the decision to terminate memberships is usually the final straw.

4. Annual Statement of Accounts & Auditors Report

Honorary Treasurer Stuart Accleton welcomed everyone to the first IDE face-to-face AGM since 2019. He referred to the distributed document entitled: **Directors' Report and Financial Statements for the Year-ending 30th April 2021**. He confirmed that Charcroft Baker LLP have been appointed as independent examiner for the ensuing year and the report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption. An annual budget of expenditure was set in February for the new financial year was agreed and approved by the Council of Management at the Council of Management meeting held virtually on 25th February 2021.

Stuart reported that, it had been a difficult year for everyone, and this resulted in the IDE having to report a deficit for the year of £19,425.00 compared to a surplus of £6,333 in 2020 and net assets of £231,428 which is a reduction from £250,853 in 2020. He confirmed that the deficit had arisen due to not being able to hold any planned events during the Covid-19 pandemic, therefore the two annual Seminars in Leeds and One Great George Street and AGM in 2020 were not able to go-ahead in the usual format. These three events have always generated additional income for the Institute along with an opportunity to raise much needed funds for the Presidents Charity. In addition to this, the planned third intake of the IDE Foundation Degree had to be postponed for ten months, meaning that income generated from this fell into the following financial year.

There were no recognised gains or losses for 2021 or 2020 other than those included in the Statement of Financial Affairs. For the year in question, the Institute as a Charitable company was entitled to exemption from an audit under section 477 of the Companies Act 2006. The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Act. The Trustees/Directors have acknowledged their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The current period shows deferred income of £16,338 which is relevant to Foundation Degree course income.

S Accleton informed the Membership that during the year the Institute paid Dr T Quarmby, a former Trustee, the sum of £2,265 (2020: £10,582) for services provided in connection with the IDE Foundation Degree and other educational services. No amounts were owed to Dr Quarmby at the year end. Included within the profit and loss account is an amount of £2,265 (2020: £8,323) in respect of these costs.

The Trustees continue to acknowledge the uncertainty concerning the Covid-19 pandemic and the impact that this could have on the Institutes' operational existence for the foreseeable future. Despite some events being cancelled or postponed where the safety of members and staff cannot be assured, the Trustees monitored the financial position of the Institute regularly throughout this accounting period and, at the time of approving the financial statements are confident that the Institute has adequate resources to continue in operational existence for the foreseeable future. The Trustees therefore deem it appropriate to prepare the financial statements on a going concern basis.

The Council of Management has examined the charity's requirements for reserves and considered the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be between 3 and 6 months of the expenditure. Budgeted expenditure for 2021/2022 is £212,000 and a target of £70,000 to £115,000 in general funds. The reserves are needed to meet the working capital requirements of the charity and the Council of Management are confident that at this level they would be able to continue the current activities of the charity in the event of a significant drop in funding. Whilst income funds stand at £106,657 a designation of £8,000 has been set aside for charitable donations and bursaries and £15,000 for the IDE: Education Fund. Over the next 5 years the strategy is to continue to build reserves through planned events and growth of membership.

The IDE Foundation Degree has seen the second intake successfully complete the second year of the course and gain a Foundation Degree in Demolition Management. With the postponement of the start date for the third intake came an opportunity to carry out a review and complete overhaul on the course content. This review took into consideration comments from the first two intakes and has received some very positive feedback from the current students currently sitting the course. The Foundation Degree has provided the Institute with a new positive income stream, and it is hoped that this will continue next year with a planned fourth intake.

In conclusion, S Accleton confirmed that Charcroft Baker LLP continues to undertake quarterly accounts preparation and payroll services on behalf of the Institute along with Solutions France whose services are being used to process the National Secretary's salary payments now that she resides in France.

It is also proposed that CES will continue to undertake the Council of Management election process in 2022 ensuring that a totally confidential, independent, fair and auditable procedure is in place.

S Accleton requested a proposer and seconder from the floor to accept the accounts:

Proposed: Andrew Dale Seconded: Adrian McLean

A copy of the full Accounts report is available on request from the National Secretary info@ide.org.uk

5. IDE: Education

IDE Bursary – R Dolman confirmed that the Foundation Degree bursary had been named after the first IDE President Peter Griffiths and that members are invited to suggest another name for the MSc.

R Dolman confirmed that the next intake for the Foundation Degree will be March 2022 with the next intake for the MSc scheduled for September 2022.

R Dolman reported that at the end of the second intake of the Foundation Degree a Student Feedback session was held and we received constructive criticism on the content of the course. All feedback was noted and included within a thorough review that helped to improve the content for the third intake. A further Student Feedback session was carried out in October with no negative feedback reported.

6. Ratification of the Accepted Training for Membership and Qualification Flowchart

R Dolman referred to the Flowchart presented on the screen and explained the path to membership. He stated that there may be opportunities to obtain Chartered Status with the Society of Engineers (SOE) however this is yet to be confirmed. No objections were raised by the Membership.

7. Ratification of the new Rules of the Institute

John Woodward and David Lindsell asked why it is a minimum requirement for Entrant Grade membership to specify the CCDO Demolition Managers card as part of the criteria?

In response to J Woodward's question concerning International Membership and training, Richard reported that both himself and Howard Button had had a meeting with the EDA. It was during this meeting that the EDA confirmed that they would not recognise the Institute and that the only way to change that would be to make large and unreasonable changes to the IDE. S Accleton stated that the IDE was also governed by certain criteria stipulated within our membership with the Engineering Council and agreement with the SOE hence the reason why we have made specific changes to the Rules of the Institute. These changes intend to demonstrate to both organisations that our members have the necessary training to be able to achieve CEng and IEng qualifications.

No objections were raised by the Membership.

8. AOB

There was no further business

9. Date of next Annual General Meeting:

November 2022 – Exact date and venue to be announced