

THE CHARTERED INSTITUTION OF HIGHWAYS AND TRANSPORTATION

ANNUAL GENERAL MEETING

Minutes of the fourteenth Annual General Meeting held as a hybrid meeting at 119 Britannia Walk on 19th June 2024. The meeting started at 16.30hrs.

The President Karen McShane took the chair and explained how the hybrid AGM would be run and it was confirmed that the meeting was quorate.

NOTICE: The Notice convening the meeting was taken as read.

MINUTES: The Minutes of the thirteenth Annual General Meeting of CIHT held on 21 June 2023 were approved. The motion to approve the minutes, proposed by the President and seconded by Neil Johnstone, was carried unanimously.

REPORT: The President confirmed that the Annual report and accounts had been available on the website from 17th May 2024 and highlighted that the Trustees' Report is included in the statutory accounts which are a public document filed with the Charity Commission. The annual report includes feedback on our achievement of CIHT's strategic aims and performance highlights for 2023, a statement on how we deliver public benefit, and confirmation from Trustees that CIHT is accounted for as a going concern, among other matters. The President proposed acceptance of the Report. Glenn Lyons seconded the motion which was agreed unanimously.

ACCOUNTS: Simon Hindshaw, Honorary Treasurer, reported on the 2023 Annual Accounts. He informed members that the Group reported an annual overall group surplus of £388k after the results on investments. The surplus reflects a £173k increase in the value of our investment holdings, £156K positive increase on restricted funds, and a £235k drawdown on designated funds during 2023. All other income streams are broadly consistent. CIHT retains a strong balance sheet position with total net assets of £4.8m. The external audit was carried out by Sayer Vincent and no significant issues were found, resulting in an unqualified audit. The Trustees carried out the analysis of the forward financial projections to support our going concern statements in the report. This assessment was scrutinised by the external auditors who concurred with the judgment that Trustees had reached. The Honorary Treasurer proposed the Accounts be adopted. This was seconded by Neil Johnstone. The motion was carried unanimously.

AUDITORS: The President proposed that Sayer Vincent be reappointed as CIHT's Auditors. Steve Carmody seconded this motion which was carried unanimously.

OFFICERS: The President announced that Council had elected the following to serve as Honorary Officers for 2024-25:

Glenn Lyons President

Mitesh Solanki Vice President

Simon Hindshaw

Honorary Treasurer

The AGM confirmed the recommendation to appoint the Honorary Officers as seconded by Council. The motion was carried unanimously.

ELECTION OF COUNCIL MEMBERS: Peter Dickinson, Chief Scrutineer, presented his report. An online ballot had been conducted once again through specialist company Mi-Voice. The results of the election for Ordinary Members were as follows:

1,164 valid votes were cast online. In alphabetical order, the following candidates were duly elected to serve on the Council for the next three years:

Naomi Cook

Mark Harrison

Tony Kivistik

Anne Shaw

Dennis Symons

Seven candidates stood in the Regional elections this year, and the following seven were elected:

Kelvin Clarke

CIHT Scotland

Louise Dougan

CIHT Northern Ireland

Thomas Howard

CIHT Yorkshire & the Humber

Myra Lydon

CIHT Republic of Ireland

Rahul Modhvadia

CIHT Cymru Wales

Joanne Roberts

CIHT North East & Cumbria

Stephen Tomkins

CIHT Cymru Wales

The report confirmed that Mi-Voice had been instructed to destroy the ballot papers.

The President congratulated those successfully elected.

CHANGES TO CIHT'S STANDING ORDERS: Recommended changes to the Standing Orders were approved by trustees and pertain the appointment to the two Associate Member positions on Council if we do not receive enough expressions of interest.

The proposed changes are:

- Two positions allocated to Associate members on Council – if we do not receive the minimum number of nominations required to fill these vacancies, the appointments can come from Emerging Professionals who come forward for one of the other Nominations Member roles.

The Board of Trustees proposed that the AGM confirm the recommendation to approve the amendments to the Standing Orders. The motion was carried unanimously.

There being no matters of any other business, the President declared the meeting closed at 16:55.

DRAFT