





Executive Forward – CIHT's response to COVID-19 outbreak (status as at 15 June 2020)

From 19 March 2020, CIHT moved to a virtual operation in response to the Government's call for greater social distancing. All staff are currently working remotely from home.

Over recent weeks we have been working hard on not only the immediate actions we need to take to safeguard the health and safety of our staff, members and volunteers but on the medium and longer term consequences of COVID-19 to our organisation and services.

The underlying principles we are working to are as follows: -

- Look after and minimise the impact on staff
- Communicate clearly and regularly with members and stakeholders
- Minimise the disruption to member services
- Provide alternative arrangements to face to face meetings wherever possible
- Develop/roll out new ways of working and delivering services
- Produce more content for members via the website
- Plan so that CIHT can continue with its business and services successfully

- Model different financial scenarios over the coming months and plan and adjust accordingly to safeguard the long-term health and financial sustainability of the organisation
- Continue to develop initiatives that position CIHT strongly for its future growth

At time of writing, all face to face meetings, events and travel have been suspended until the end of August 2020.

Unfortunately, it looks like this may need to be extended further. We are also increasing our online offer for our members and are expanding use of webinars, podcasts and video content. We have revamped our resources page where we have created exclusive member only content that includes an increased selection of technical articles, downloadable technical publications, an updated CIHT Options website and accessible conference presentations and videos.

In responding to the outbreak, the investment in the new CIHT integrated website and database system (ProConnect) which went live in 2018 has proved to be a critical factor. What has particularly become obvious in recent weeks is our ability to react quickly to the current lockdown situation. It is highly unlikely that we would have been able to continue to offer our members and regions & nations the same support under the previous systems, yet we are now able to do so in a secure and efficient manner.

About us

The Chartered Institution of Highways & Transportation (CIHT) is a charity, learned society and membership body with national, regional and international groups.

Our objects, laid down in our Charter and Byelaws, are 'to advance for the public benefit the science and art associated with highways and transportation in all their aspects; and to promote education, training and research and development of the said science and art'.

Thousands of CIHT members work to deliver best-in-class transport systems and infrastructure around the UK and across more than 85 countries worldwide.

"the natural home for all people working in transport infrastructure"

We represent and qualify professionals who plan, design, build, manage and operate transport infrastructure and services.

We offer routes to qualification including Chartered Engineer, Incorporated Engineer and Engineering Technician, the SoRSA Certificate of Competency and Chartered Transport Planning Professional.

We are the leading voice of the highways and transportation infrastructure sector.

We are a prime source of advice for national and local government and other strategic stakeholders when they need technical expertise and knowledge to shape future policy and investment.

Our membership is growing, and as an Institution, we embrace all aspects of transport infrastructure while continuing to value our roots in highway engineering.

Our Institution is the natural home for all people working in transport infrastructure and services who are seeking education, professional qualification, technical guidance and networking in a welcoming environment.

We champion diversity and inclusion and work with employers to encourage people from all backgrounds to choose a career in highways and transportation.



Vision:

World-class transportation infrastructure and services.

Mission:

- Be committed to excellence
- Support our members and advance their professional standing
- Inspire lifelong learning
- Generate and share knowledge
- Demonstrate transport infrastructure's contribution to a prosperous economy and a healthy and inclusive society.

Values:



Professional

An effective, high-performing Institution that has integrity and acts impartially



Inclusive

An accessible Institution that values diversity and supports all its members and regions



Collaborative

A membership body that engages with stakeholders, supports common interests and seeks to inform and influence decision makers



Progressive

An ambitious and innovative Institution committed to positive change



Strategic priorities for 2016 – 2021

1. Promoting professionalism and encouraging learning

Giving members the skills, training and qualification to be the workforce that society and the economy need

We will:

- Attract more members to apply for professional qualifications
- Continue to offer and develop routes to membership for highways and transportation professionals at all stages of their careers
- Demonstrate and promote the value of professional qualifications to individuals and employers
- Develop our approach to continuous learning and embed this as an essential requirement for a skilled and effective workforce
- Provide mentoring and professional development opportunities to all our members

2. Influencing the future

Working with members, regions, stakeholders and decision makers to demonstrate the value of efficient transport infrastructure and services, as well as continually seeking to improve all networks so that they are safe, sustainable, effective and able to meet the changing needs of society

We will:

 Shape and contribute to transport policy across the UK and internationally

- Maintain and develop relationships with national and regional governments, the industry and the public
- Foster research and debate on a long-term vision for transport infrastructure through knowledge generation and future thinking
- Identify and disseminate good practice through effective exchange of knowledge and information
- Increase CIHT's presence and profile as a leading voice for transport infrastructure

3. Developing our membership by providing services that benefit our members and society

Recruiting new members and retaining existing ones through a reputation for excellence and a range of attractive membership services

We will:

- Achieve sustainable growth across all grades and diversify our membership profile
- Shape a long-term vision for the profession that will equip it to attract, retain and develop talent
- Promote the status of transportation professionals and the importance of the sector to the economy, environment and society
- Provide quality services and enhance support to our members, groups, regions and nations
- Continue to provide a range of high-quality events, seminars and networking opportunities at national and regional level



President's report

I had the great honour and privilege of becoming President of the Chartered Institution of Highways and Transportation in June 2019. The last few months we have all gone through a period of unprecedented challenge and all our lives have been changed by the impact of the Coronavirus pandemic. Whist we continue to recover from this crisis, it is pleasing to see that CIHT has been able to achieve so much during the last 12 months against such a backdrop of increased political and economic uncertainty.

My Presidential theme 'Shaping Tomorrow Today' was an opportunity to highlight the tremendous contribution that's made by our profession on a daily basis to helping individuals and businesses alike realise their potential. This is even more evident today, as our profession finds itself at the very forefront of challenges to reenergise the economy in a safe operating environment. For all the challenge and tragedy that we have experienced as global citizens over the last few months, we have a real opportunity to reassess the way we go about our daily lives and this includes the way we use transport in the future.

The activity we report on in this annual review took place throughout 2019 and the early part of this year, when we have all had to change the way we live and work. I have been heartened by the speed with which CIHT was able to move to remote working and to safeguard the health and safety of our staff, members and volunteers. At the time of writing the Board of Trustees are working with the executive on just what the medium- and longer-term consequences of COVID-19 will be to our organisation and services.

During the last 12 months, I had the opportunity to visit a wide range of transport infrastructure projects across the UK. These visits have shown how CIHT's members make a real contribution to the communities we service, and I have seen how our members and sector are shaping the places we live, work and play. We are working in a new era where the support for active travel be it because of the impact of climate change or long-term implications from Covid-19 has probably never been higher. Highways and transportation professionals have an opportunity to show leadership and provide some real practical solutions on how we can live, work and travel in this new normal.

As we move towards an adapted future, we must think about the people our transport infrastructure and services serve. It is difficult to predict the next few months and even what will be the pace of change, but CIHT has been engaging with an increasingly diverse range of professionals to discuss what sorts of environment we should be designing for the future.

Key priorities over the last year for CIHT have been expanding our membership base, improving membership services including enhanced CPD, introducing our first webinars and developing a new range of relationships with academia, the private and public sector.

As President one of the great things I get to do is to personally sign each new membership certificate. It is evident that we are attracting more and more members from across transport and infrastructure. We are fortunate to have a loyal and dedicated membership



that continues to make an active contribution to our success, and I would like to thank all of our volunteers who contribute so much to CIHT.

During the last 12 months, we were able to hold our second National Young Professionals conference where we also got to present our Apprentice and Young Professional of the year awards in front of over 250 attendees in Manchester. This year we were pleased to be able to roll-our the first of our series of webinars, we delivered numerous hot topic podcasts and we have expanded the online resources available to members.

We have expanded our Partnerships Network that now comprises Strategic, Public Sector, Research & Education, Knowledge and Affiliate Partners, enabling us to have richer discussions and provide solutions to industry wide challenges.

We were able to launch our reviews on 'Better Planning, Better Transport, Better Places' and 'Improving Local Highways' which have fast become industry staples. The next year will see us develop these reviews and continue to provide increased practical advice and case studies for our sector.

It has been encouraging to see more members signup as STEM ambassadors and use our new careers material that encourages young people into a career in highways and transportation. We have continued to make awards in EngTech, IEng, CEng, Transport Planning Professional and the SoRSA Certificate of Competency. It was a magnificent achievement when we were granted the ability to award the Chartered Transport Planning Professional to those who are successful in gaining the TPP qualification. I am very

proud that we play such an active part in supporting our members and others as they develop their professional careers.

We are fortunate that our nations, regions and groups deliver strong programmes of activity and engagement opportunities across the UK and other nations. Our diverse committees with active memberships were running increasing numbers of events. We are currently looking at how we can continue to deliver this level of service as we ran over 200 events in the last 12 months alone It is thanks to the dedication and support of all our volunteers and supporters that we can provide such a great service to our membership.

There is little doubt that CIHT will continue to play a vital role in the future of our sector as we emerge from these challenging circumstances. We will continue to push the agenda and take the lead on our response to climate change, tackling the skills challenge, working with industry to tackle the diversity and inclusion agenda or through knowledge transfer and the sharing of best practice. I believe that we should be very proud of the resilience our sector has shown throughout this period of adversity. I have been very proud to have been President of CIHT for the last 12 months and by continuing to work together, we can help 'Shape, Tomorrow Today'.

Martin Tugwell,

CIHT President 2019 - 20

Governance

The Board of Trustees and Council act as CIHT's decision making and advisory bodies. They set the strategy and business plans to deliver CIHT's objectives and outputs on behalf of the membership.

The Board of Trustees has a responsibility to ensure that the affairs of the Institution are kept in good order, and legal and statutory obligations are fulfilled. It has overall responsibility for overseeing the management and administration of the Institution.

The Council advises on the strategic and professional direction of the Institution and has the power to elect and remove the trustees. Council has 41 members, comprising.

Council has 41 members, comprising:

- President
- 2 Vice Presidents
- 3 Immediate Past Presidents
- 1 Honorary Treasurer
- 12 Ordinary Members
- 12 Region Members
- 8 Nominated Members
- 1 SoRSA representative
- 1 Republic of Ireland Member

Board of Trustees & Council Members for 2019/20 are:

Board of Trustees

Martin Tugwell BSc (Eng) Hons CEng MICE FCIHT

(President & Chair of Trustees)

Lynn Basford BA MA MRTPI FCIHT

(Chair, External Affairs & Communication Strategy Board)

Nicola Blaney MEng CEng MCIHT

Ginny Clarke CBE BSc CEng MICE FCIHT

(Chair, Learned Society & Technical Strategy Board)

Neil Johnstone Eurlng BSC (Hons)

MEng CEng MICE FCIHT MIOD (Vice President)

Matthew Lugg OBE CEng MICE FCIHT MIMgt

(Immediate Past President)

Glenn Lyons BEng PhD FCIHT MTPS TPP

(Chair, Membership & Skills Strategy Board)

Peter Molyneux CEng FCIHT MICE

Sue Sharland MA PhD FCIHT (Honorary Treasurer)

Deborah Sims BSc (Hons) MSc CEng HonMSoRSA

PGCertHE FHEA FCIHT (Vice President)

Mitesh Solanki BEng (Hons) MSc FCIHT MICE

(Chair, Appian Trading Board)

David Sprunt IEng FIHIE MCIHT (Regional Representative)

Council

Please note Council also includes the Board of Trustees

Bert Bailie BSc (Hons) MSc CEng FCIHT

(CIHT Northern Ireland)

Fiona Blackley MA MCIHT (CIHT South East)

Kristopher Campbell MCIHT (Young Professional)

Steve Carmody BSc (Hons) CEng MICE FCIHT

(CIHT Yorkshire and the Humber)

Kate Carpenter BEng CEng MICE FCIHT FSoRSA

Claudia Currie BSc (Hons) MSc Dip PGDip

CTPP CEng FCIT FCILT AMIEA FCIHT

Kerry Evans BSc (Hons) FCIHT (CIHT Cymru Wales)

Jo Field MA MPhil FCIHT

Gill Foster MCIHT FIHE

Susan Giahi Broadbent MSc (Eng) CEng FCIHT FIStructE

Julia Gregory BSc MSc FCIHT

Russell Henderson BEng FCIHT (CIHT Scotland)

Nick Hopcraft BSc (Hons) CEng MICE FCIHT

Simon Hindshaw BSc CEng FICE FCIHT FCIT

Emily Ingham MEng MCIHT

Stewart Knowles BSc MILT FCIHT FSoRSA

(SoRSA Representative - Observer)

Andreas Markides BSc (Hons) MSc CEng FICE FCIHT

(Past President)

Mike O'Dowd-Jones BSc MSc MCILT MCIHT

(CIHT South West)

Derek Palmer BA MSocSc CTPP FCILT FCIHT

Mike Peet BEng (Hons) CEng MICE FCIHT

(CIHT North West)

Stelios Rodoulis BSc MSc MCIHT (CIHT London)

Steve Rowsell BSc CEng FICE FCIHT MCIPS (Past President)

Dana Skelley OBE BEng MBA CEng MICE MCMI FCIHT

Mark Staniland MCIHT

Matthew Steele BA(Hons) MSc FCILT FRGS MCIHT

(CIHT Republic of Ireland)

Chandra Vemury BE MSc FHEA CEng MCIHT FSI

(CIHT North East and Cumbria)

Andrew Warrington BEng CEng MICE MCIHT

(CIHT East Midlands)

Chris Young FCIHT MSoRSA (CIHT West Midlands)

CIHT has commenced a review of current governance arrangements which will be reported upon in 2020.



A year in review

Promoting professionalism and encouraging learning



Skills

Skills development is a key theme for CIHT and the Institution is playing an active role in working with employers to ensure that current and future skills needs in the sector are met. The last year has seen us launch our Approved Training Providers scheme, that enables professionals to identify appropriate training courses that meet a high standard.

Over 150 CIHT Champions and STEM Ambassadors are signed up to use the Institution's Careers toolkit. The toolkit is for ambassadors to use when visiting schools, colleges, universities and careers fairs, to encourage young people to consider a career in highways and transportation. In 2019, we expanded the toolkit to include a new careers activity aimed at a younger audience and designed to introduce the next generation of transport professionals to the sector at an earlier age.

Apprenticeships offer an excellent opportunity for the industry to attract more people into the workforce. CIHT has been involved in the development and delivery of the Transport Planning Technician trailblazer apprenticeship and is actively supporting other employer consortiums seeking to develop apprenticeship programmes. We have a growing number of Apprentice Members and support them on the first rung of their professional ladder through appropriate qualifications.



Qualifications

CIHT offers a full range of professional qualifications for people at all stages of their professional career. Members can apply for EngTech, IEng and CEng, as well as the SoRSA Certificate of Competency in Road Safety Audit, endorsed by Highways England, and the Transport Planning Professional (TPP) qualification run in partnership with Transport Planning Society.

Our presence in the Transport Planning sector led to the Privy Council approving our application to award the Chartered Transport Planning Professional title to those who gain the TPP qualification.

2019 saw an increase of 33% in Initial Assessments and a 53% increase in Professional Review applications. 125 of the 145 professional review candidates were successful: 64 candidates gained CEng, 25 gained IEng, 17 gained EngTech and 19 achieved the Transport Planning Professional Qualification and the new CTPP designation.

In addition, more qualified members took advantage of CIHT's agreement with the Chartered Management Institute which provides a fast-track route to Chartered Manager (CMgr) status.

During 2019, we conducted work to develop a new Professional Development Framework which we will launch in 2020. The Framework is designed to support members' professional development, enabling them to record their Highways and Transportation knowledge and experience against professional standards and work towards registration as qualified engineers or transport planners.

The toolkit is for ambassadors to use when visiting schools, colleges, universities and careers fairs, to encourage young people to consider a career in highways and transportation

Influencing the future

Raising the profile

CIHT promotes the status of the highways and transportation sector and the professionals who work within it. CIHT highlights its vision of 'World-class transportation infrastructure and services' through proactively engaging with politicians, the media and other key stakeholders.

CIHT has raised its profile through expanding its communication and stakeholder activities. In looking to highlight the variety of initiatives that the Institution is involved in, CIHT has continued to appear in and comment across various media platforms.

Recent communication activity has seen comments on local highways, a national transport strategy for Scotland, Covid-19, Brexit, network resilience, HS2, infrastructure funding, diversity and inclusion and skills provision for the industry.

CIHT responded to 9 consultation documents from governments across the UK. We have been recognised for our policy and practice by working with the Cabinet Office and the Department for Transport in revising Manual for Streets and the Transport Select Committee for our review of local highways. The Institution maintained its close links with other key stakeholders on a variety of issues and issued media/policy briefings on topics such as Climate Change, a Connected and Autonomous Roadmap and improving the Integration between Planning and Transport.

CIHT continued to promote its Diversity and Inclusion toolkit and Charter, that now has over 60 signatories representing a range of organisations across the sector. Employers are being encouraged to sign up to the Charter to help industry recruit, retain and develop a diverse workforce.

Stakeholder Collaboration

The last 12 months has seen the Institution involved in several high-profile meetings and roundtables with politicians and decision makers in Westminster and the devolved nations.

CIHT was invited by the Department for Trade and Industry to take part in an International Trade mission to Hong Kong and China to promote Chartered bodies, professional qualifications, institutions and to raise awareness of CIHT. The Institution provided a strong UK presence at the 2019 World Road Congress in Abu Dhabi where we profiled UK Skills and the important role played by our highways and transportation professionals.

CIHT has continued to maintain its level of engagement with politicians and key stakeholders on several priority areas and collaborated with a range of other institutions including the RTPI and TPS on addressing various issues.

Transportation Professional

Transportation Professional is published 10 times a year. Recent features have been on Education, Climate Change, Innovation, Road Construction and Maintenance and technical articles on a range of topics including Sustainable Transport, Better Planning, and Network Resilience. Transportation Professional magazine is available digitally in the 'My CIHT' section of the Institution's website.

Transportation Professional Weekly News is sent out to members' registered email addresses. In the last year, over 400 news items were released to keep members up to date on industry activity.

Developing our membership by providing services that benefit our members and society

Membership

Membership growth and retention are a key strategic priority for CIHT.

As well as encouraging more people to join the Institution, more members engaged with CIHT through highlighting their stories and sharing their career achievements.

Building upon the investment in a new integrated CRM and website that went live in 2018, CIHT has been able to offer additional, exclusive member resources through the website which have included an increased selection of technical articles, downloadable technical publications, accessible conference presentations and videos and an updated CIHT Options website.

Future plans to improve member services include enhanced professional development opportunities through the website. For more information visit www. ciht.org.uk/myciht

CIHT Foundation

The CIHT Foundation's focus is on educational or innovative proposals that advance the art and science of highways and transportation. During this period, grants were awarded to Anglia Ruskin University for a small research project, and several other universities to fund highways and transportation prizes, as well as several engineering scholarships through the Arkwright Trust.



Regions and Nations

The work of CIHT's volunteers in the regions and nations is essential in providing local events and opportunities to interact with like-minded professionals.

In 2019, CIHT's regions and nations ran over 200 events and functions for the membership and the wider highways and transportation industry, including technical seminars, site visits, regional conferences and social gatherings. The regions and nations also provide local mentor support for members seeking to become professionally qualified.

We value and encourage our early career professionals and have a vibrant and impressive network of emerging talent who are active and influential within CIHT. This year our 2nd Annual Young Professional conference, held in Manchester, attracted over 200 delegates, with great speakers and contributions around the Future of Transport.

Events

Britannia Walk organised seminars that covered themes such as 'Health and Wellbeing, Collaboration, Smart Cities and Transport Resilience'.

Over 200 delegates attended the Institution's Annual Conference in March 2019 and focussed on 'Transport: Improving our Productivity'. The Conference was a major success with speakers from Transport for the North, Highways England, Amey, Transport Scotland and Kier. The Annual Conference promotes and highlights the important work going on in the sector to a wider audience.

The annual CIHT Awards Dinner took place with almost 500 guests in June 2019 at the De Vere Grand Connaught Rooms, London. The Awards Dinner is a culmination of a competition based across 16 separate categories which, in 2019, received over 150 entries. The CIHT Awards recognise the outstanding achievements of those working in the sector and promote their work as best practice to the industry.

In December, the CIHT Annual Luncheon took place at the Grosvenor House Hotel, London. Over 1,700 guests gathered for a spectacular networking and social event that celebrated the work of the highways and transportation sector.

Space@119

CIHT's central office Space@119 is a popular venue for members to hold meetings or to use the members' lounge. The facilities are also used for CIHT conferences, seminars and meetings in-house and have received increasing use from external clients with over 130 bookings during the year.

Over 200 delegates attended the Institution's Annual Conference in March 2019 and focussed on 'Transport: Improving our Productivity'



CIHT in numbers





attendees at the 2019 Young
Professionals Conference

170 delegates

at the 2019 Annual Conference





S Res Gov

Responses to Government consultations

440
guests at the
2019 Awards
Dinner







members registered with the Engineering Council







12,800 people receive TP weekly







Linked in Members

Income & Expenditure for the year ended 31 December 2019

The summarised financial statements are extracted from the full Trustees' annual report which were approved by the Trustees and signed on their behalf on 13 May 2020. The full financial statements, on which the auditor Sayer Vincent gave an unqualified audit report, have been submitted to the Charity Commission, the Office of the Scottish Charity Regulator and the Charities Regulator in the Republic of Ireland.

	Total Funds2019 £	Total Funds 2018 £
Income		
Donations & Legacies	18,622	18,781
Income from Charitable Activities		
Member activities	2,162,249	1,995,184
Education	122,198	70,909
Publications	65,364	86,576
National Conference	9,985	39,107
	2,359,796	2,191,776
Other trading activities		
Appian Trading	498,753	456,479
Investment income	2,927	1,464
Total Incoming Resources	2,880,098	2,668,500
Expenditure on charitable activities	2,444,990	2,157,139
Expenditure on raising funds		
Trading & collecting subscriptions	447,689	458,623
Total Resources Expended	2,892,679	2,615,762
Operating surplus	(12,581)	52,738
Gains/(Losses) on investments	186,819	(12,447)
Net movement in funds	174,238	40,291
Total Funds b/fwd	4,215,127	4,174,836
Total Funds c/fwd	4,389,365	4,215,127

These summarised financial statements may not contain sufficient information to gain a complete understanding of the financial affairs of the CIHT consolidated group. The full Trustees' report, financial statements and auditor's report may be obtained from the charity's head office or downloaded from our website.

Martin Tugwell, CIHT President 13 May 2020



Balance Sheet as at 31 December 2019

	Consolidated 2019 £	CIHT Only 2019 £	Consolidated 2018 £	CIHT Only 2018 £
Unrestricted Funds	3,485,669	3,317,380	3,186,854	3,045,332
Designated Funds	789,115	789,115	933,010	933,010
Restricted Funds	114,581	114,581	95,263	95,263
Total Funds	4,389,365	4,221,076	4,215,127	4,073,605
Represented by Fixed Assets				
Intangible Assets	541,797	541,797	572,334	572,334
Tangible Assets	2,057,061	2,057,061	2,095,865	2,095,865
Investments	1,115,988	1,116,088	929,165	929,265
	3,714,846	3,714,946	3,597,363	3,597,463
Current Assets	970,601	716,893	955,114	723,762
less: Current Liabilities	(296,082)	(210,763)	(337,350)	(247,620)
	674,519	506,130	617,764	476,142
Creditor over one year				
Total Net Assets	4,389,365	4,221,076	4,215,127	4,073,605

The information above is extracted from the audited annual accounts.

These are available from the Charity Commission or www.ciht.org.uk.

CIHT Senior Staff

Sue Percy CBE BSc (Hons) MA MRTPI, FCIHT, Chief Executive
Peter Connolly Director of Corporate & Business Services
Andrew Hugill BSc (Hons), CEng MICE FCIHT Director of Policy & Technical Affairs
Daniel Isichei BA (Hons), Director of Communications
Sue Stevens FCMI, Director of Education & Membership

Please contact the Institution for an electronic copy of the full Annual Report and accounts

CIHT Registered Office

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