



COMPANIES FORM No. 12

**Statutory Declaration of compliance  
with requirements on application  
for registration of a company****12**Please do not  
write in  
this margin

Pursuant to section 12(3) of the Companies Act 1985

Please complete  
legibly, preferably  
in black type, or  
bold block letteringTo the Registrar of Companies  
(Address overleaf)

For official use

For official use

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2388396

Name of company

* THE BUILDING INDUSTRY COUNCIL
---------------------------------

\* insert full  
name of Company

I, ALAN SEXTON  
of 138 Addiscombe Road  
East Croydon  
Surrey CRO 7LA

† delete as  
appropriate

do solemnly and sincerely declare that I am a ~~Solicitor engaged in the formation of the company~~†  
[person named as director or secretary of the company in the statement delivered to the registrar  
under section 10(2)]† and that all the requirements of the above Act in respect of the registration of the  
above company and of matters precedent and incidental to it have been complied with,  
And I make this solemn declaration conscientiously believing the same to be true and by virtue of the  
provisions of the Statutory Declarations Act 1835

Declared at 74 HIGH STREET  
CROYDON

Declarant to sign below

the fifth day of May  
One thousand nine hundred and eighty-nine  
before me [Signature]

A Commissioner for Oaths or Notary Public or Justice of  
the Peace or Solicitor having the powers conferred on a  
Commissioner for Oaths.

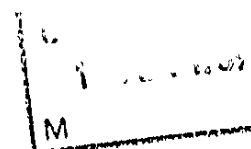
Presenter's name address and  
reference (if any):

Cameron Markby  
Sceptre Court  
40 Tower Hill  
London EC3N 4BB

ref : CHA

For official Use  
New Companies Section

Post room



G

COMPANIES FORM No. 30(5)(a)

**Declaration on application for the registration of a company exempt from the requirement to use the word "limited" or its Welsh equivalent**

30(5)(a)

Please do not write in this margin.

Pursuant to section 30(5)(a) of the Companies Act 1985

Please complete legibly, preferably in black type, or bold block lettering

**Note**

This declaration should accompany the application for the registration of the company

\* insert full name of company

† delete as appropriate

For official use

[ ] [ ] [ ] [ ]

Company number

[ ]

Name of company

\* THE BUILDING INDUSTRY COUNCIL

I, ALAN SEXTON  
of 138 Addiscombe Road  
East Croydon, Surrey CRO 7LA

a [~~Solicitor engaged in the formation of the above named company~~] person named as director or secretary of the above company in the statement delivered under section 10 of the above Act† do solemnly and sincerely declare that the company complies with the requirements of section 30(3) of the above Act.

And I make this solemn Declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1835.

Declared at 74 HIGH STREET  
CROYDON

Declarant to sign below

*Alan Sexton*

the *fifth* day of *May*  
One thousand nine hundred and *eighty-nine*  
before me *[Signature]* Solicitor

A Commissioner for Oaths or Notary Public or Justice of the Peace or Solicitor having the powers conferred on a Commissioner for Oaths

Presentor's name address and reference (if any):

Cameron Markby  
Sceptre Court  
40 Tower Hill  
London EC3N 4BB

ref : CHA

For official Use

New Companies Section

Post room

1.1.1989  
M 45

**G**

COMPANIES FORM No. 10

**10****Statement of first directors  
and secretary and intended  
situation of registered office**Please do not  
write in  
this margin.

Pursuant to section 10 of the Companies Act 1985

To the Registrar of Companies

For official use

Please complete  
legibly, preferably  
in black type, or  
bold block lettering

Name of company

\* Insert full name  
of company

\* THE BUILDING INDUSTRY COUNCIL

The intended situation of the registered office of the company on incorporation is as stated below

26 STORE STREET

LONDON WC1E 7BT

Postcode

If the memorandum is delivered by an agent for the subscribers of the  
memorandum please mark 'X' in the box opposite and insert  
the agent's name and address below☒ X

CAMERON MARKBY

SCEPTRE COURT

40 TOWER HILL

LONDON

Postcode

EC3N 4BB

Number of continuation sheets attached (see note 1)

Presentor's name address and  
reference (if any):CAMERON MARKBY  
SCEPTRE COURT  
40 TOWER HILL  
LONDON EC3N 4BB

Ref: CHA

For official Use  
General Section

Postroom

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COMPANIES HOUSE

21 APR 1989

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The name(s) and particulars of the person who is, or the persons who are, to be the first director or directors of the company (note 2) are as follows:

Please do not write in this margin

Name (note 3) ROYAL INSTITUTE OF BRITISH ARCHITECTS		Business occupation n/a
Previous name(s) (note 3)		Nationality n/a
Address (note 4) 66 Portland Place London W1N 4AD		Date of birth (where applicable) (note 6)
Postcode		
Other directorships †		
I consent to act as director of the company named on page 1		
Signature <i>William Rolfe</i>		Date 15-3-89

† enter particulars of other directorships held or previously held (see note 5) if this space is insufficient use a continuation sheet.

for and on behalf of Royal Institute of British Architects

Name (note 3) CHARTERED INSTITUTE OF BUILDING		Business occupation n/a
Previous name(s) (note 3)		Nationality n/a
Address (note 4) Englemere Kings Ride, Ascot		Date of birth (where applicable) (note 6)
Berks	Postcode	SL6 1LY
Other directorships †		
I consent to act as director of the company named on page 1		
Signature <i>A. V. Ramson</i>		Date 15-3-89

for and on behalf of Chartered Institute of Building

Name (note 3) THE CHARTERED INSTITUTION OF BUILDING SERVICES ENGINEERS		Business occupation n/a
Previous name(s) (note 3)		Nationality na/
Address (note 4) Delta House 222 Balham High Street		Date of birth (where applicable) (note 6)
London	Postcode	SW12 9BS
Other directorships †		
I consent to act as director of the company named on page 1		
Signature <i>A. V. Ramson</i>		Date 15/3/89

for and on behalf of The Chartered Institution of Building Services Engineers



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Please complete  
legibly, preferably  
in black type, or  
bold block lettering

\* Insert full name  
of company

## COMPANIES FORM No. 10 (cont.)

### Statement of first directors and secretary and intended situation of registered office (continuation)

Continuation sheet No \_\_\_\_\_  
to Form No. 10

Company number

Name of company

\* THE BUILDING INDUSTRY COUNCIL

Particulars of other directors (continued)

Name (note 3)	THE ROYAL INSTITUTE OF CHARTERED SURVEYORS	Business Occupation	n/a
Previous name(s) (note 3)		Nationality	n/a
Address (note 4)	12 Gt. George Street	Date of birth (where applicable) (note 6)	
	London SW1P 3AD		
	Postcode		

I consent to act as director of the company named above (notes 9 and 10)

Signature

*M. P. Dutton*

Date 6-4-89

for and on behalf of The Royal Institution of Chartered Surveyors

Particulars of other directorships

Particulars of other directorships (continued)

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in black type, or  
bold block lettering

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in black type, or  
bold, block lettering

**COMPANIES FORM No. 10 (cont.)**

**Statement of first directors and  
secretary and intended situation  
of registered office (continuation)**

Continuation sheet No. \_\_\_\_\_  
to Form No. 10

Company number

Name of company

\* Insert full name  
of company

\* THE BUILDING INDUSTRY COUNCIL

Particulars of other directors (continued)

Name (note 3) THE INSTITUTE OF STRUCTURAL		Business Occupation
ENGINEERS		n/a
Previous name(s) (note 3)		Nationality
Address (note 4) 11 Upper Belgrave Street		n/a
London SW1X 8BH		Date of birth (where applicable) (note 6)
Postcode		
I consent to act as director of the company named above (notes 9 and 10)		
Signature <i>Derek J. Leach</i>		Date 15-3-89
for and on behalf of The Institute of Structural Engineers		

Particulars of other directorships

† delete if  
inappropriate

continued overleaf †



Particulars of other directorships (continued)

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write in  
this margin

Please complete  
legibly, preferably  
in black type, or  
bold block lettering



THE COMPANIES ACT 1985  
COMPANY LIMITED BY GUARANTEE  
AND NOT HAVING A SHARE CAPITAL

2388396

MEMORANDUM OF ASSOCIATION

- of -

THE BUILDING INDUSTRY COUNCIL

1. The name of the Company (hereinafter called "the BIC") is "The Building Industry Council".
2. The registered office of the BIC shall be in London, England.
3. The objects for which the BIC is established are:  
to bring together for understanding and agreement  
those principally involved in the building industry:

to co-ordinate and promote action on:

recruitment; education; training and  
continuing professional development;

research;

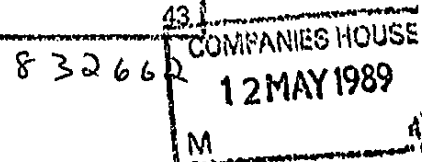
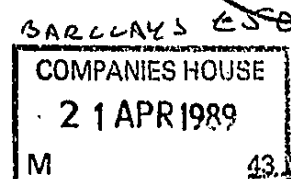
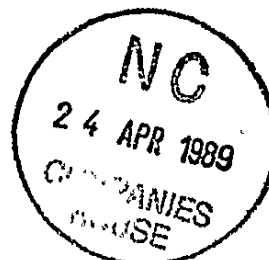
raising of standards and promotion of  
quality and efficiency;

other pertinent issues;

thereby:

to serve society, encourage business  
and develop the role of the  
professions;

and to meet more effectively the needs of those who  
call upon the industry in the private and public  
sectors, at home in the European community and,  
widely, abroad.



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For the purpose of carrying out these objects but not further or otherwise the BIC shall have the following powers:

- (i) To pay preliminary expenses of the BIC, and of any company formed or promoted by the BIC.
- (ii) To acquire the whole or any part of the business, property and liabilities of any company or person possessed of property suitable for the purposes of the BIC, or carrying on or proposing to carry on any business which the BIC is authorised to carry on, or which can be carried on in conjunction therewith, or which is capable of being conducted so as directly or indirectly to benefit the BIC, and to undertake and carry on or to liquidate and wind up any such business.
- (iii) To establish or promote, or concur in establishing or promoting, any company for the purposes of acquiring the whole or any part of the property, business or undertaking of the BIC or for furthering any of the objects of the BIC, and to acquire and hold any shares, stock, securities or debentures of, or other investments in, any such company and to issue, place, underwrite or guarantee, or concur in issuing, placing, underwriting or guaranteeing, the subscription for any shares, stock, securities or debentures of, or other investments in, any company whatsoever.
- (iv) To acquire and hold any shares, stock, securities or debentures of, or other investments in, any company having objects wholly or in part similar to those of the BIC or carrying on any business capable of being conducted so as directly or indirectly to benefit the BIC.
- (v) To amalgamate with any other company whose objects include carrying on any business which the BIC is authorised to carry on, and to re-construct the BIC in any manner.
- (vi) To sell, lease, grant licences, easements and other rights over and in any other manner dispose of the undertaking, property, assets, rights and effects of the BIC or any part thereof for such consideration as the directors may think fit.
- (vii) To purchase, take on lease, exchange, hire or otherwise acquire for any estate or interest any real or personal property and any rights and privileges for any purpose in connection with any business which the BIC is authorised to carry on.

(viii) To construct, maintain, alter, enlarge or replace any buildings, works, plant and machinery for any purpose in connection with any business which the BIC is authorised to carry on.

(ix) To pay for any property rights or easements acquired by the BIC either in cash or in exchange for any stock, shares, securities or debentures of, or other investments in, any company as the directors may think fit, and to accept any stock, shares, securities, debentures of, or other investments in, any company as the directors may think fit in payment or part payment of any obligation of any company.

(x) To vest any real or personal property rights or interests acquired by or belonging to the company in any company or person on behalf of or for the benefit of the BIC, and with or without any declared trust in favour of the BIC.

(xi) To apply for, take out, purchase or otherwise acquire and maintain any designs, trade marks, patent rights, inventions, copyrights or secret processes and any other intangible property and to use, exercise, develop, grant licences in respect of, or otherwise turn to account, any such property rights and information.

(xii) To receive money on deposit or loan (with or without allowance of interest) and to borrow, raise or secure the payment of money by mortgage, charge or lien, or by the issue of debentures or debenture stock (perpetual or otherwise) or in any other manner either with or without security, and to charge all or any of the property or assets of the BIC (whether present or future) to support any obligation of the BIC or any other company or person, and collaterally or further to secure any securities of the BIC by a trust deed or other assurance.

(xiii) To advance and lend money with or without security and to guarantee the performance of the contracts or obligations or repayment of capital, principal, dividends, interest or premiums payable on any stock, shares, securities or debentures of, or other investments in, any company or person and to give all kinds of indemnities.

(xiv) To invest and turn to account any moneys in the acquisition or upon the security of any real or personal property of any kind, by placing the same on deposit or in any other manner.

(xv) To draw, make, accept, endorse, negotiate, discount, execute and issue promissory notes, bills of exchange, bills of lading, cheques, warrants, debentures and other negotiable or transferable instruments.

(xvi) To surrender or claim group relief and make payments for group relief for the purposes of corporation or any other tax, and to surrender or claim or make payments in respect of any other like or similar relief, and to enter into and carry into effect any agreement for such purposes.

(xvii) To enter into and carry into effect any agreement or arrangement for the conduct of any business of the BIC in association with or through the agency of any other company or person, any joint adventure, or any other agreement of a like nature with any company or person.

(xviii) To take all necessary or proper steps in Parliament or with national, local, municipal or other authorities in any place in which the BIC may have interests, for the purpose of furthering the interests of the BIC or of its members; to oppose any steps taken by any other company or person which may be considered likely directly or indirectly to prejudice the interests of the BIC or its members; and to procure the registration or incorporation of the BIC in or under the laws of any place outside England.

(xix) To subscribe or guarantee money for any national, charitable, benevolent, public, general or useful object, or for any purpose which in the opinion of the directors is likely directly or indirectly to further the objects of the BIC or the interest of its members.

(xx) To grant pensions or gratuities to, and provide for the welfare of, any persons who are or at any time have been employees officers or directors of the BIC or the predecessors in any business of the BIC or of any company in which the BIC is in any way interested, and the families, relations, connections or dependants of any such persons; and to establish or support associations, institutions, clubs, funds and trusts which may be considered likely to benefit any such persons or otherwise advance the interests of the company or of its members; and to make payments towards insurances and to institute or contribute to pension schemes.

(xxi) To undertake and carry on the office and duties of trustee, custodian trustee, executor, administrator, liquidator, receiver, attorney or nominee of or for any company or person, scheme, trust fund, state and municipal government or other such body; to undertake and execute any trust or discretion, and to distribute amongst the beneficiaries, pensioners or other persons entitled thereto any income, capital or annuity in money or specie in furtherance of any trust.

(xxii) To do all or any of the things and matters contained in this Memorandum of Association in any part of the world alone or in conjunction with others and as principal, agent, independent contractor, trustee, or otherwise.

(xxiii) To do all such other things as the directors may think incidental or conducive to any of the above objects.

The objects contained in any paragraph of this Memorandum of Association shall not be restrictively construed but shall be given the widest interpretation, and shall not be limited to or restricted by reference to, or inference from, any other object or by the name of the BIC. No object is or shall be deemed to be, subsidiary or ancillary to any other object mentioned in this paragraph.

4. The income and property of the BIC whenceoever derived, shall be applied solely towards the promotion of the objects of the BIC as set forth in this Memorandum of Association and no portion thereof shall be paid or transferred directly or indirectly by way of dividend, bonus or otherwise howsoever by way of profit, to the members of the BIC.

Provided that nothing herein shall prevent the payment in good faith:-

(i) of reasonable and proper remuneration to any member, officer or servant of the BIC for any services actually rendered to the BIC;

(ii) of reasonable interest on money lent by any member or officer of the BIC;

(iii) of reasonable and proper rent for premises demised or let by any member or officer of the BIC;

(iv) of reasonable and proper fees, remuneration or other benefits in money or moneys worth to a

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member of which an officer of or a delegate to the BIC is also a member or director; or

(v) of reasonable out-of-pocket expense to any officer of the BIC.

5. The liability of the members is limited.

6. Every member of the BIC undertakes to contribute to the assets of the BIC, in the event of the same being wound up while it is a member, or within one year after it ceases to be a member, for payment of the debts and liabilities of the BIC contracted before it ceases to be a member and of the costs, charges and expenses of winding-up and for the adjustment of the rights of the contributories among themselves, such amount as may be required not exceeding £1.

7. If upon the winding up or dissolution of the BIC there remains, after the satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the members of the BIC, but shall be given or transferred to some other institution or institutions, having objects similar to the objects of the BIC, and which shall prohibit the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the BIC under or by virtue of Clause 4 hereof such institution or institutions to be determined by members of the BIC, at or before the time of dissolution, and if and so far as effect cannot be given to such provision, then to some charitable object.

We wish to be formed into a company pursuant to this Memorandum of Association.

---

NAMES, ADDRESSES AND DESCRIPTIONS  
OF MEMBERS

---

*William Rodger*

for and on behalf of  
The Royal Institute of British Architects  
of 66 Portland Place, London W1N 4AD

*K. S. S. S.*

for and on behalf of  
The Chartered Institute of Building  
of Englemere, Kings Ride, Ascot, Berkshire SL6 1LY

*Dr. R. R. R.*

for and on behalf of  
The Chartered Institution of Building Services Engineers  
of Delta House, 222 Balham High Road, London SW12 9BS

*John F. F.*

for and on behalf of  
The Institution of Structural Engineers  
of 11 Upper Belgrave Street, London SW1X 8BH

*M. P. P.*

for and on behalf of  
The Royal Institution of Chartered Surveyors  
of 12 Great George Street, London SW1P 3AD

---

DATE: *Eighteenth April*

1989

WITNESS to the above signatures:-

*R. S. S.*

26 Store Street  
London WC1E 7BT



THE COMPANIES ACT 1985  
COMPANY LIMITED BY GUARANTEE AND  
NOT HAVING A SHARE CAPITAL

ARTICLES OF ASSOCIATION

- of -

THE BUILDING INDUSTRY COUNCIL

INTERPRETATION

1. In these Articles-

"the Act" means the Companies Act 1985 including any statutory modification or re-enactment thereof for the time being in force.

"the Articles" means the Articles of Association of the BIC.

"clear days" in relation to the period of a notice means that period excluding the day when the notice is given or deemed to be given and the day for which it is given or on which it is to take effect.

"the BIC" means the above-named Company.

"the Council" means the Council for the time being of the BIC.

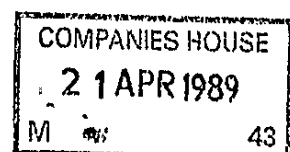
"executed" includes any mode of execution.

"Office" means the registered office of the BIC.

"Rules or Bye-laws" means the rules or bye-laws made by the Council under Article 68 from time to time.

"the Seal" means the common seal of the BIC.

"Secretary" means the Secretary of the BIC or any other person appointed to perform the duties of the Secretary of the BIC, including a joint, assistant or deputy secretary.



"the United Kingdom" means Great Britain and Northern Ireland.

Unless the context otherwise requires, words or expressions contained in these Articles bear the same meaning as in the Act but excluding any statutory modification thereof not in force when these Articles become binding on the BIC. Words importing persons or bodies shall include corporations, unincorporated associations, learned societies and bodies of persons.

Table C contained in the Companies (Tables A to F) Regulations 1985 and any re-enactment and modification thereof shall not apply to the BIC.

#### MEMBERS

2. Subscribers to the Memorandum of Association and such other bodies as the Council and any Membership Committee to which the Council may delegate their powers for this purpose, shall admit to membership or associate membership in accordance with the Rules or Bye-laws shall be members and associate members of the BIC.

3. The form of application for membership and associate membership, and the method of admission to membership and associate membership, and the rates of annual subscriptions shall be as provided by the Rules or Bye-laws for the time being in force.

4. Any application for membership or associate membership of the BIC shall be subject to the approval of the Council or of any Membership Committee thereof and the Council or Membership Committee shall not be bound to give any reason for their refusal to admit any person to membership or associate membership.

#### TERMINATION OF MEMBERSHIP AND ASSOCIATE MEMBERSHIP

5. A member or associate member of the BIC shall forthwith cease to be a member or associate member (as appropriate):-

(i) if it shall resign by giving notice in writing to the Council of its intention so to do in which case it shall cease to be a member or associate member (as appropriate) upon receipt of the notice by the BIC;

(ii) if an order is made or an effective resolution is passed for the winding up or dissolution of that member or associate member;

(iii) if it is requested by resolution of the Council to resign.

6. No member or associate member who ceases being a member or associate member of the BIC shall be entitled to be repaid any annual subscription to the BIC previously paid by it or any part of such subscription.

#### GENERAL MEETINGS

7. In every year the BIC shall hold a General Meeting as its Annual General Meeting in addition to any other meetings in that year, and shall specify the meeting as such in the notices calling it. Not more than fifteen months shall elapse between the date of one Annual General Meeting of the BIC and that of the next. The Annual General Meeting shall be held at such time and place as the Council shall determine.

8. All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings.

9. The Council may call General Meetings and, if there are not within the United Kingdom sufficient members of the Council capable of acting to form a quorum, any member of the Council may call a General Meeting.

#### NOTICE OF GENERAL MEETINGS

10. An Annual General Meeting and an Extraordinary General Meeting called for the passing of a special resolution shall be called by at least twenty-one clear days' notice. All other Extraordinary General Meetings shall be called by at least fourteen clear days' notice. A General Meeting may be called by shorter notice if it is so agreed in the case of an Annual General Meeting, by all the members entitled to attend and vote thereat and in the case of any other meeting by a majority in number of the members having a right to attend and vote being a majority together holding not less than ninety-five per cent. of the total voting rights at that meeting of all the members.

The notice shall specify the time and place of the meeting and the general nature of the business to be transacted.

Subject to the provisions of the Articles the notice shall be given to all the members, all the associate members and auditors of the BIC.

11. The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person or body entitled to receive notice shall not invalidate the proceedings at that meeting.

PROCEEDINGS AT GENERAL MEETINGS

12. No business shall be transacted at any meeting unless a quorum is present. Four members or associate members present by their duly authorised delegates shall be a quorum for all purposes.

13. If, within half an hour from the time appointed for a General Meeting, a quorum is not present the meeting (if convened upon the requisition of members) shall be dissolved. In any other case the meeting shall stand adjourned to the same time, place and day in the next week or otherwise as the Council may determine. If at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the members present by their duly authorised delegates shall be a quorum.

14. The Chairman, if any, of the Council or in his absence one of the duly authorised delegates of a member of the Council nominated by the Council shall preside as Chairman of the meeting, but if neither the Chairman nor such other duly authorised delegate of a member of the Council (if any) be present within fifteen minutes after the time appointed for holding the meeting and willing to act, the duly authorised delegates of the members of the Council present shall elect one of their number to be Chairman.

15. The Chairman may, with the consent of a meeting at which a quorum is present (and shall if so directed by the meeting), adjourn the meeting from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business which might properly have been transacted at the meeting had the adjournment not taken place. When a meeting is adjourned for fourteen days or more, at least seven clear days' notice shall be given specifying the time and place of the adjourned meeting and the general nature of the business to be transacted. Otherwise it shall not be necessary to give any such notice.

16. A resolution put to the vote of a meeting shall be decided on a show of hands unless before, or on the declaration of the result of, the show of hands a poll is duly demanded. Subject to the provisions of the Act, a poll may be demanded -

(a) by the Chairman; or

(b) by the duly authorised delegates of at least three members present.

17. Unless a poll is duly demanded a declaration by the Chairman that a resolution has been carried or carried unanimously, or by a particular majority, or lost, or not carried by a particular majority and an entry to that effect in the minutes of the meeting shall be conclusive evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against the resolution.

18. The demand for a poll may, before the poll is taken, be withdrawn but only with the consent of the Chairman and a demand so withdrawn shall not be taken to have invalidated the result of a show of hands declared before the demand was made.

19. A poll shall be taken as the Chairman directs and he may appoint scrutineers (who need not be duly authorised delegates of members) and fix a time and place for declaring the result of the poll. The result of the poll shall be deemed to be the resolution of the meeting at which the poll was demanded.

20. In the case of an equality of votes, whether on a show of hands or on a poll, the Chairman shall be entitled to a casting vote in addition to any other vote he may have.

21. A poll demanded on the election of a Chairman or on a question of adjournment shall be taken forthwith. A poll demanded on any other question shall be taken either forthwith or at such time and place as the Chairman directs not being more than thirty days after the poll is demanded. The demand for a poll shall not prevent the continuance of a meeting for the transaction of any business other than the question on which the poll was demanded. If a poll is demanded before the declaration of the result of a show of hands and the demand is duly withdrawn, the meeting shall continue as if the demand had not been made.

22. No notice need be given of a poll not taken forthwith if the time and place at which it is to be taken are announced at the meeting at which it is demanded. In any other case at least seven clear days' notice shall be given specifying the time and place at which the poll is to be taken.

23. A resolution in writing signed or approved by letter, fax or telex by or on behalf of all the members for the time being entitled to vote on the relevant resolution shall be as valid and effective as if it had been passed at a General Meeting of the BIC duly convened and held and when signed or approved may consist of several documents each signed or approved by a duly authorised representative or attorney of each member.



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As witness my hand this  
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day of

SIGNED

for and on behalf of

30. A vote given or postal vote shall be valid notwithstanding the revocation of the authority under which the vote given or postal vote was made provided that no intimation in writing of such revocation as aforesaid shall have been received by the BIC at the Office before the commencement of the meeting or adjourned meeting for which the vote was made.

31. If at any General Meeting any votes shall be counted which ought not to have been counted or might have been rejected, or if any votes shall not be counted which ought to have been counted, the error shall not affect the result of the relevant resolution unless it be pointed out at the same meeting and not in that case unless it shall, in the opinion of the Chairman of the meeting, be of sufficient magnitude to affect the result of the relevant resolution.

CORPORATIONS ACTING BY REPRESENTATIVE AT GENERAL MEETINGS

32. Any corporation, unincorporated association, learned society or body of persons which is a member of the BIC shall by resolution of its directors or other governing body authorise such person or persons as it thinks fit to act as its delegate or delegates at any meeting of the BIC, and the person or persons so authorised shall be entitled to exercise the same powers on behalf of the corporation, unincorporated association, learned society or body of persons which he or they represents as that corporation, unincorporated association, learned society or body of persons could exercise if it were an individual member of the BIC.

THE COUNCIL

33. The first members of the Council shall be The Royal Institute of British Architects, The Chartered Institute of Building, The Chartered Institution of Building Services Engineers, The Institution of Structural Engineers and The Royal Institution of Chartered Surveyors. Members of the Council shall not be required to retire by rotation.

34. Each member and associate member of the BIC shall, on admission to membership or associate membership of the BIC, be appointed a member of the Council.

Any corporation, unincorporated association, learned society or body of persons which is a member of the Council shall by resolution of its directors or other governing body authorise such person or persons as it thinks fit to act as its delegate or delegates at any meeting of the Council and the person or persons so authorised shall be entitled to exercise the same powers on behalf of the corporation, unincorporated association, learned society or body of persons as that corporation, unincorporated association, learned society or body of persons could exercise if it were an individual member of the Council. Each member of the BIC shall be entitled to appoint four delegates to attend meetings of the Council of the BIC and each associate member of the BIC shall be entitled to appoint one delegate to attend meetings of the Council of the BIC.

#### POWERS OF THE COUNCIL

35. Subject to the provisions of the Act, the Memorandum and the Articles and to any directions given by special resolution, the business of the BIC shall be managed by the Council who may exercise all the powers of the BIC. No alteration of the Memorandum or Articles and no such direction shall invalidate any prior act of the Council which would have been valid if that alteration had not been made or that direction had not been given. The powers given by this regulation shall not be limited by any special power given to the Council by the Articles and a meeting of the Council at which a quorum is present may exercise all powers exercisable by the Council.

36. The Council shall not be bound in any case to act personally but shall be at full liberty to employ and pay any agent or servant to transact any or all business of whatsoever nature required to be done in furthering the purpose of the Council and shall be entitled to be allowed and paid all charges and expenses incurred by them. All acts and procedures of such agent or servant to whom powers are delegated must be reported back to the Council as soon as possible.

37. All cheques, promissory notes, drafts, bills of exchange and other negotiable instruments, and all receipts for moneys paid to the Council, shall be signed, drawn, accepted, endorsed, or otherwise executed, as the case may be, in such manner as the Council shall from time to time by resolution determine.



38. The Council may, by power of attorney or otherwise, appoint any person to be the agent of the BIC for such purposes and on such conditions as they determine, including authority for the agent to delegate all or any of his powers.

#### DELEGATION OF THE COUNCIL'S POWERS

39. The Council may delegate any of their powers to any committee consisting of one or more of the duly authorised delegates or such other representatives of the members of the Council or such other persons as the Council shall think fit. Any such delegation may be made subject to any conditions the Council may impose, and either collaterally with or to the exclusion of their own powers and may be revoked or altered. Subject to any such conditions, the proceedings of a committee with two or more members shall be governed by the Articles regulating the proceedings of the Council so far as they are capable of applying. All acts and proceedings of such committees shall be reported back to the Council as soon as possible.

#### DISQUALIFICATION AND REMOVAL OF MEMBERS OF THE COUNCIL

40. The office of a member of the Council shall be vacated if the member:-

- (i) ceases to be a member (as appropriate) of the BIC; or
- (ii) is removed from office by a resolution duly passed pursuant to Section 303 of the Act; or
- (iii) resigns its office by notice in writing to the Council; or
- (iv) absents itself from meetings of the Council during a continuous period of six months without leave of absence from the Council and within three months the Council resolves that by reason of such absence the member shall vacate its office.

#### EXPENSES OF MEMBERS OF THE COUNCIL

41. The members of the Council may be paid travelling, hotel, and other expenses properly incurred by them in connection with the attendance of their duly authorised delegates at meetings of the Council or committees of the Council or General Meetings or otherwise in connection with the discharge of their duties.

INTERESTS OF MEMBERS OF THE COUNCIL

42. A member of the Council shall not be disqualified by its office from entering into contracts, arrangements, or dealings with the BIC nor shall any contract, arrangement or dealing with the BIC be avoided, nor shall a member of the Council be liable to account to the BIC for any profit arising out of any contract, arrangement, or dealing with the BIC by reason of such member of the Council being a party to or interested in or deriving profit from any such contract, arrangement or dealing and being at the same time a member of the Council of the BIC, provided that such member of the Council disclosed to the Council at or before the time when such contract, arrangement, or dealing is determined upon, its interest therein, or, if its interest be subsequently acquired, provided that it on the first occasion possible discloses to the Council the fact that it has acquired such interest. But no member of the Council shall vote as a member of the Council by its duly authorised delegates in regard to any contract, arrangement, or dealing in which the member is interested or upon any matter arising thereout, and if the duly authorised delegates of such member shall so vote their votes shall not be counted, nor shall they be reckoned for the purpose of constituting a quorum of the Council.

PROCEEDINGS OF THE COUNCIL

43. Subject to the provisions of the Articles, the members of the Council may regulate their proceedings as they think fit. Four duly authorised delegates of a member or members of the Council may, and the Secretary at the request of eight duly authorised delegates of members of the Council shall, call a meeting of the Council. Questions arising at a meeting shall be decided by a majority of votes. In the case of an equality of votes, the Chairman shall have a second or casting vote.

44. The quorum for the transaction of the business of the Council may be fixed by the Council and unless so fixed at any other number shall be duly authorised delegates representing four members of the Council present in person.

45. The continuing members of the Council or a sole continuing member of the Council may act notwithstanding any vacancies in their number, but, if the number of members of the Council is less than the number fixed as the quorum, the continuing members of the Council by their duly authorised delegates may act only for the purpose of filling vacancies or of calling a General Meeting.

46. The members of the Council may appoint a Chairman of the Council (who need not be a duly authorised delegate of a member of the Council or associated in any way with a member of the Council) and may at any time remove him from that office. In the event that a duly authorised delegate of a member of the Council shall be appointed Chairman, he shall, forthwith upon such appointment becoming effective, cease to be a duly authorised delegate of the relevant member and such member shall be entitled to appoint a further duly authorised delegate to attend meetings of the Council in his place. Unless he is unwilling to do so, the Chairman shall preside at every meeting of the Council at which he is present. But if there is no person holding that office, or if the person holding it is unwilling to preside or is not present within five minutes after the time appointed for the meeting, duly authorised delegates of the members of the Council present may appoint one of their number to be Chairman of the meeting.

47. All acts done by a meeting of the Council, or of a committee of the Council, or by a person acting as a duly authorised delegate of a member of the Council shall, notwithstanding that it be afterwards discovered that there was a defect in the appointment of any member of the Council or of such duly authorised delegate or that any of them were disqualified from holding office, or had vacated office, or were not entitled to vote, be as valid as if every such person had been duly appointed and was qualified and had continued to be a member of the Council or a duly authorised delegate thereof and had been entitled to vote.

48. A resolution in writing signed or approved by letter, fax or telex by each member of the Council who was entitled at the relevant time to notice of a meeting of the Council shall be as valid and effective as if it had been passed at a meeting of the Council duly convened and held and when signed may consist of several documents each signed or approved by or on behalf of one or more members.

49. The duly authorised delegates of a member of the Council shall not be counted in the quorum present at a meeting in relation to a resolution on which that member is not entitled to vote.

50. The Council may by ordinary resolution suspend or relax to any extent, either generally or in respect of any particular matter, any provision of the Articles prohibiting a member of the Council by its duly authorised delegates from voting at a meeting of the Council or of a committee of the Council.

51. If a question arises at a meeting of the Council or of a committee of the Council as to the right of a member

of the Council to vote, the question may, before the conclusion of the meeting, be referred to the Chairman of the meeting and his ruling shall be final and conclusive.

52. The Council shall have the power to appoint such honorary officers of the Council and upon such terms as it thinks fit and otherwise in accordance with the terms of the Rules or Bye-Laws.

#### BORROWING POWERS

53. The Council may exercise all the powers of the BIC to borrow money, and to mortgage or charge its undertaking and property, or any part thereof, and to issue debentures, debenture stock and other securities, whether outright or as security for any debt, liability or obligation of the BIC or of any third party and in connection therewith may take out and keep on foot sinking fund or redemption policies.

54. The register of mortgages shall be open to inspection by any creditor or member of the BIC or by any other person without payment.

55. A register of the holders of the debentures or debenture stock of the BIC shall be kept at the Office and shall be open to the inspection of the registered holder of any such debentures or stock and of any member of the BIC subject to such restrictions as the BIC in General Meeting may from time to time impose. The BIC may close the said register for such periods as they may think fit not exceeding in the aggregate thirty days in each year.

#### SECRETARY

56. Subject to the provisions of the Act, the Secretary shall be appointed by the Council for such term, at such remuneration and upon such conditions as they may think fit and otherwise in accordance with the terms of the Rules or Bye-Laws; and any Secretary so appointed may be removed by them. The Council may from time to time by resolution appoint an Assistant or Deputy Secretary, and any person so appointed may act in place of the Secretary if there be no Secretary or no Secretary capable of acting.

#### MINUTES

57. The Council shall cause minutes to be made in books kept for the purpose-

(a) of all appointments of officers made by the Council; and

(b) of all proceedings at meetings of the Council, and of committees of Council, including the names of the duly authorised delegates of members of the Council present at each such meeting;

and every duly authorised delegate of a member of the Council present at any meeting of the Council or committee of the Council shall sign his name in a book to be kept for that purpose and all such minutes shall be signed by the Chairman of the meeting at which they shall have been passed or at the next succeeding meeting.

#### THE SEAL

58. The Seal shall only be used by the authority of the Council or of a committee of the Council authorised by the Council. The Council may determine who shall sign any instrument to which the seal is affixed and unless otherwise so determined it shall be signed by a duly authorised delegate of a member of the Council and by the Secretary or by a duly authorised delegate of a second member of the Council.

#### ACCOUNTS

59. No member shall (as such) have any right of inspecting any accounting records or other book or document of the BIC except as conferred by statute or authorised by the Council or by ordinary resolution of the BIC.

#### NOTICES

60. Any notice to be given to or by any person pursuant to the Articles shall be in writing except that a notice calling a meeting of the Council need not be in writing.

61. The BIC may give any notice to a member or associate member either personally or by sending it by post in a prepaid envelope addressed to the member or associate member at its registered address or by leaving it at that address.

62. A member or associate member present at any meeting of the BIC by its duly authorised delegates or delegate shall be deemed to have received notice of the meeting and, where requisite, of the purposes for which it was called.

63. Proof that an envelope containing a notice was properly addressed, prepaid and posted shall be conclusive evidence that the notice was given. A notice shall be deemed to be given at the expiration of 48 hours after the envelope containing it was posted.

#### INDEMNITY

64. Subject to the provisions of the Act but without affecting any indemnity to which a member of the Council may otherwise be entitled-

(a) No member of the Council or other officer of the Council shall be liable for any loss, damage or misfortune which may happen to or be incurred by the Council in consequence of the execution of the duties of its or his office or in relation thereto;

(b) Every member of the Council or other officer of the Council shall be indemnified out of the assets of the Council against any losses or liabilities incurred by him or it

(i) in defending any civil or criminal proceedings in which he or it is acquitted or judgment is given in his or its favour; and

(ii) in connection with any application in which relief is granted to him or it by the Court from liability for negligence, default, breach of duty or breach of trust in relation to the affairs of the Council; and

(iii) in or about the execution of the duties of his or its office or otherwise in relation thereto.

#### DISSOLUTION

65. Clause 7 of the Memorandum of Association relating to the winding up and dissolution of the BIC shall have effect as if the provisions thereof were repeated in these Articles.

#### RULES AND BYE-LAWS

66. The Council may from time to time make such Rules and Bye-laws as it may deem necessary or expedient or convenient for the proper conduct and management of the BIC and in particular but not exclusively it may by such Rules and Bye-laws regulate:

(a) the admission of members of the BIC, the rights and privileges of such members, the conditions of membership and associate membership including any payments to be made by members, and the terms on which members may resign or have their membership and associate membership terminated;

(b) the co-operation of members of the BIC with each other, and with the BIC's paid and voluntary staff;

(c) the procedure at General Meetings of the BIC and meetings of the Council and committees of the Council in so far as such procedure is not regulated by these Articles;

(d) the management of any property that may be acquired.

67. The Council shall adopt such means as it may deem sufficient to bring to the notice of members of the BIC all such Rules and Bye-laws, which so long as they shall be in force shall be binding on all members of the BIC. The BIC in General Meeting shall have power to alter or repeal the Rules and Bye-laws and to make additions thereto provided, nevertheless, that no Rule or Bye-law shall be inconsistent with, or shall affect or repeal anything contained in, the Memorandum or Articles of Association of the BIC.

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NAMES ADDRESSES AND DESCRIPTIONS OF SUBSCRIBERS

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 for and on behalf of  
 The Royal Institution of Chartered Surveyors  
 of 12 Great George Street, London SW1P 3AD

---

DATE: *Eighteenth April*

1989

WITNESS to the above signatures:-

*R. J. J. J.*

26 Store Street  
 London WC1E 7BT

4904m



**FILE COPY**



**CERTIFICATE OF INCORPORATION  
OF A PRIVATE LIMITED COMPANY**

No. 2388396

I hereby certify that

**THE BUILDING INDUSTRY COUNCIL**

is this day incorporated under the Companies Act 1985 as  
a private company and that the Company is limited.

Given under my hand at the Companies Registration Office,  
Cardiff the 24 MAY 1989

*F. A. Joseph*

F. A. JOSEPH

an authorised officer