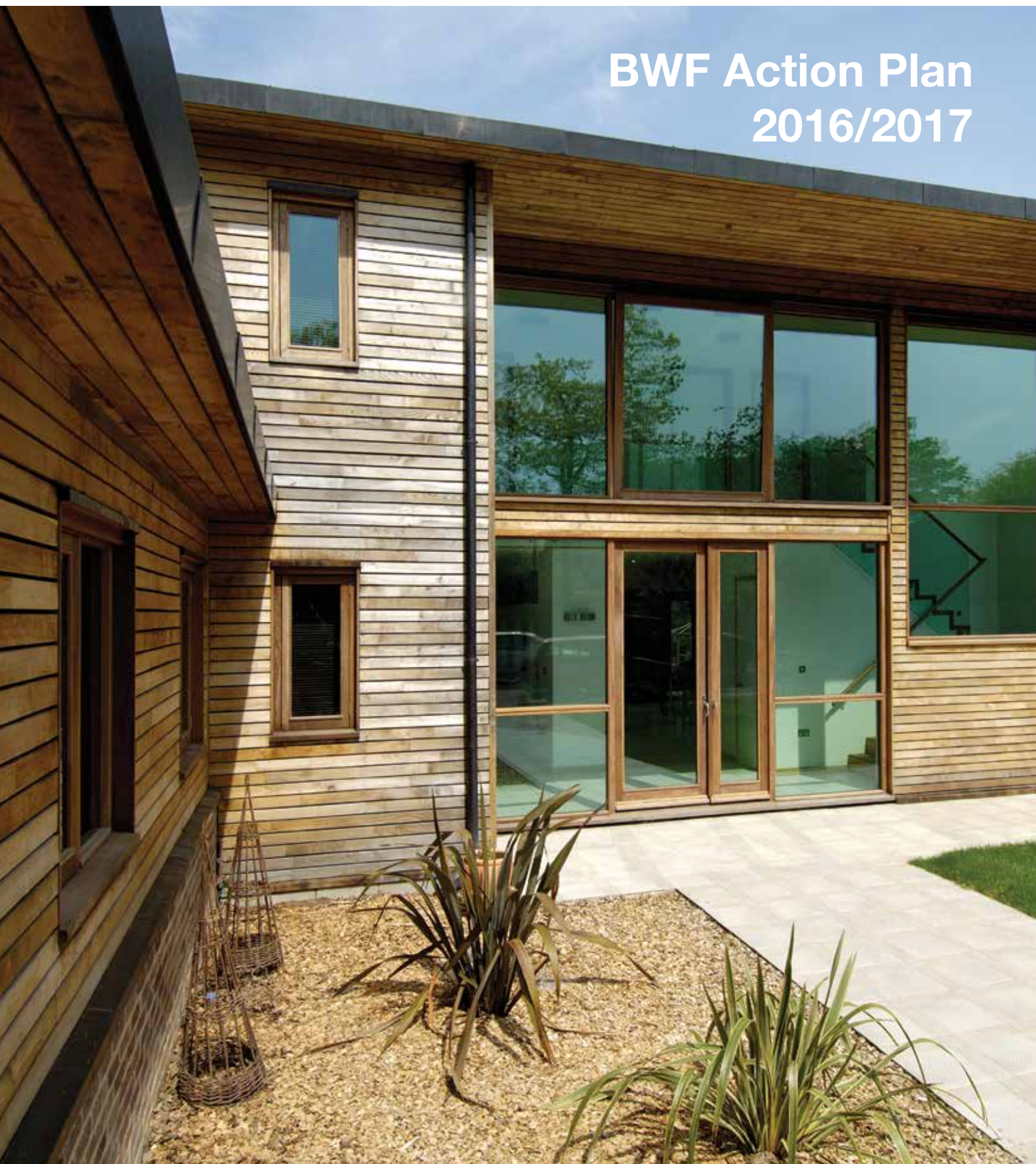


BWF Action Plan 2016/2017



BWF ACTION PLAN

The British Woodworking Federation (BWF) is the trade association for the UK joinery and woodworking sector. Membership is drawn from manufacturers of staircases, doors, windows, architectural joinery, heritage works and furniture, fittings and fixtures for interior refits.

Mission:
To help members trade more profitably.

The principal aims of the BWF are to:

- 1 Be an influential lobbying voice
- 2 Be the UK number one information point on woodworking matters
- 3 Grow the market for members' products
- 4 Ensure zero accidents in the workplace
- 5 Develop a fully qualified, engaged and competent workforce
- 6 Deliver value to members
- 7 Champion our Code of Conduct and schemes to ensure the BWF badge is recognised and respected

The Woodworking Industry: A key part of our Heritage and a vital part of our Future

The woodworking industry is at the very heart of the UK manufacturing sector. It is a key part of our industrial heritage and a vital part of our low carbon future. BWF members supply products into almost every major construction project, with private housing, commercial and RM&I the most significant users.

The market in manufacturing terms is anticipated to be around £2.4 billion with an estimated 60,000 employees (and boasting the highest ratio of apprentices in the construction sector). The installed value of product is significantly higher and in its widest sense woodworking (combining carpentry and joinery) remains the highest sector of employment in construction.

BWF represents over 40% of this market. Led by our members, we work to create conditions for the supply chain and our members to thrive.

YEAR AT A GLANCE

About the British Woodworking Federation

700 member companies
 mostly UK manufacturers



making products such as staircases, windows, doors, furniture and architectural joinery



New Members (2015) **72**



Health & Safety Hero Pledges **80**



Subscriptions (2015) **+4.5%** despite subscription freeze



Website visits (all) **300,000+**



BWF Group Income **£1,335,949** (+11%)



PR Reach **7m**



BWF CERTIFIRE Label Sales **3.0m**



Turnover of Members **£1Bn+**



Registered CPD users **416**



Reach of Fire Door Safety Week Campaign **4.7m**

4000 members on our 'Just Joinery' LinkedIn Group



2500 followers on BWF Twitter Accounts



1000 likes on Facebook

AN INFLUENTIAL LOBBYING VOICE

Recent Activities

Responded to consultations covering Apprenticeships, the Circular Economy, Part Q, Welsh Building Regulations, Consumer Rights, Responsible Sourcing, Construction Products Regulation, Red Tape Enforcement and Cutting Red Tape

Fed into and worked with over 40 European and UK technical standard setting work groups

Ever strengthening links within the civil service including invite to join and take an active role in the Regulation Delivery Business Reference Panel

Met with key Ministers and MPs in Westminster and their equivalents in the devolved nations to present our Woodworking Manifesto

Used the Manifesto to facilitate a range of factory visits to better introduce our sector to leading policymakers

Active engagement through umbrella lobby groups such as CPA, ASBP, PFPF and FSF and a founder member of Build UK

Led the UK Fire Door Group to support consistency on the vital issue of CE Marking of fire doorsets across the sector

Future Priorities

Ensure members are prepared to seize opportunity and influence change in a post-Brexit Britain

Take a lead role in reshaping the Confederation of Timber Industries as a vehicle to raise the profile of the timber supply chain

Maintain an open dialogue with key civil servants, MPs, MEPs, MSPs and AMs and host awareness events in Westminster, Holyrood and the Senedd, ensuring that they understand the importance of the wood products manufacturing sector to the conventional and carbon economy

Keep encouraging politicians to engage in our factory visit programme to engender deeper sector understanding

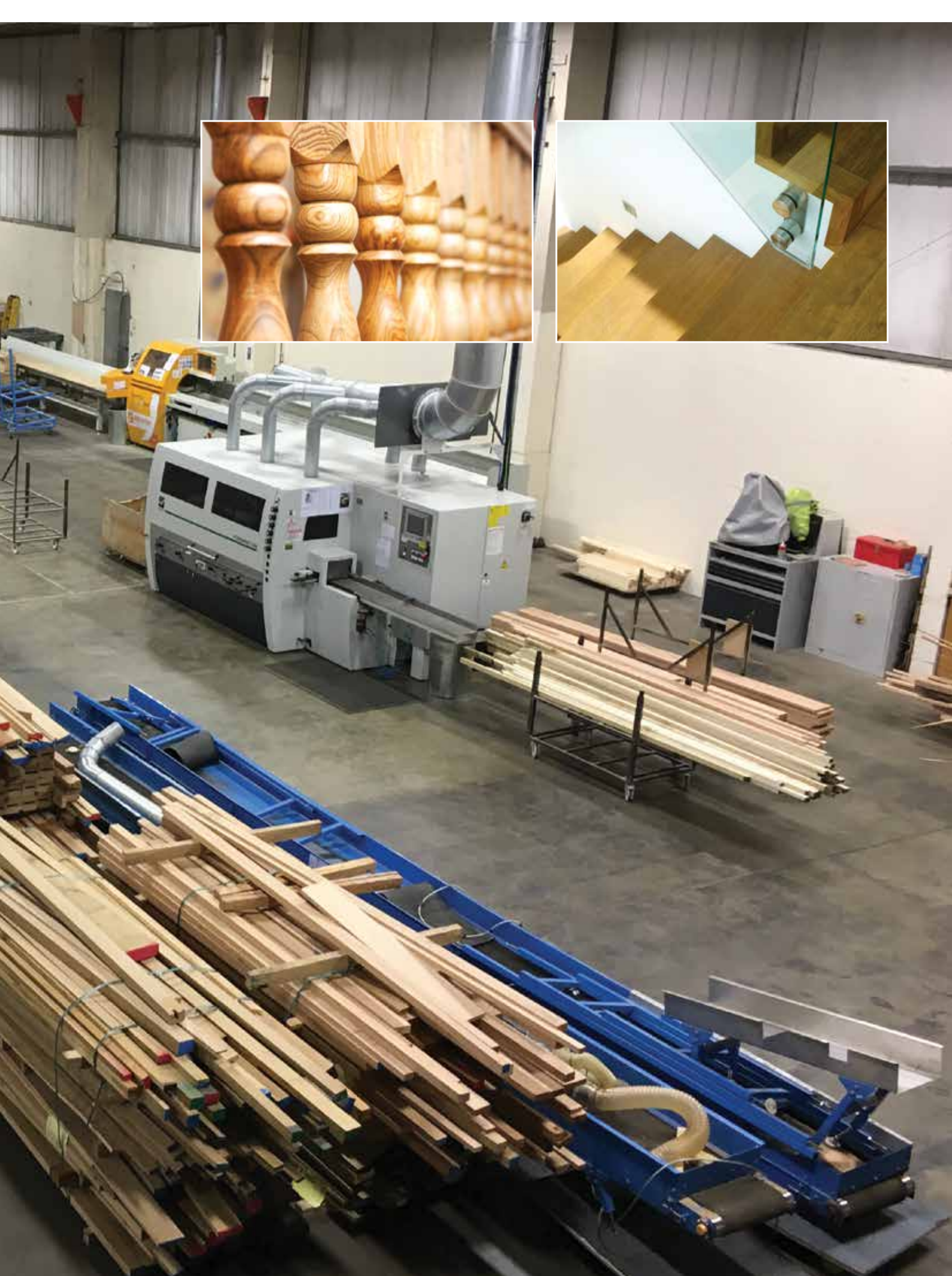
Use the newly formed All Party Parliamentary Group for Timber to support a better appreciation of the timber supply chain and value to the fiscal and carbon economy

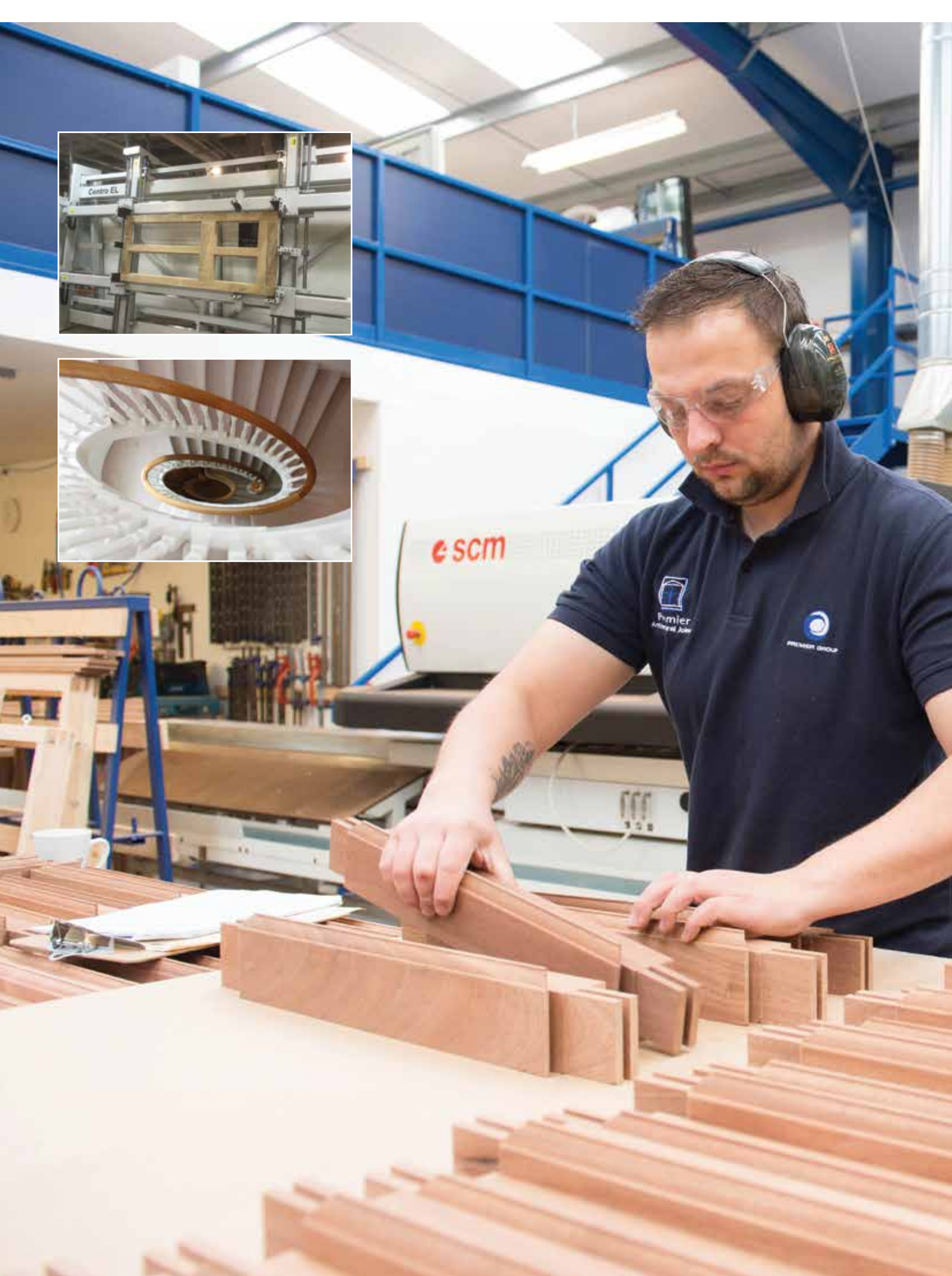
Work closely with CITB and BIS in steering the implementation of the Apprentice Levy and improving the careers framework in schools

Develop a stronger voice in the devolved economies and within the newly formed English regions – driving wood first policies and protecting members from regional inconsistencies and rising local taxation

Use Fire Door Safety Week and wider BWF fire door activities to bring to public attention the appalling state of fire doors across the UK







BE THE UK NUMBER ONE INFORMATION POINT ON WOODWORKING MATTERS

driving business to members and growing the market for wood products

Recent Activities

Dealt with over 2000 helpline calls covering technical issues from members and their clients including a range of production, Health & Safety, legal and employment matters

Sent regular newsletter to 18,000 specifiers, drawing in best practice articles from members

Launched new newsletter for Building Control Departments and Conservation Officers

Launched Heritage & Conservation section of BWF and WWA websites and launched fact sheets/CPD which are being adopted by various heritage groups around the UK

Redesigned BWF website boosting information search and mobile functionality - BWF website traffic in 2015 exceeded 300,000 growing impressively from previous years

Launched Wood Window Alliance video on maintaining and decorating windows to underpin the life-cycle credentials of modern factory finished windows

Maintained an effective dialogue with wider client and stakeholder groups including LABC, NHBC, UKCG, RIBA, HBF and FMB

Launched new BWF Stair Scheme Guide to Specifiers

Recognition for communication work through winning the prestigious Trade Association Forum Award for Electronic Communications

Future Priorities

Develop BWF website as a fully interactive wiki to support both members and their clients, improving sector transparency and resilience

Ensure targetted social media activity presence to reach a minimum of 5 million individuals

Continue to develop the work of the newly formed Heritage and Conservation Group, expanding joinery tours and developing a new Heritage and Conservation Guide

Become a centre of excellence on BIM and Environmental Product Declarations, producing template resources and simplified guidance for members

Maintain focussed dialogue with Building Control Inspectors, Conservation Officers and Specifiers through targetted newsletters

Develop new range of resources to cover materials health and impact on the built environment

Build on ever closer dialogue with tier one contractors and housebuilders to ensure BWF information supports simple, effective specification and a growing use of members' products



ZERO ACCIDENTS IN THE WORKPLACE

Recent Activities

Developed the Health and Safety Hero Campaign, a cultural health and safety tool focussed on delivering zero accidents for joinery businesses

Active support through the Health and Safety Helpline

Developed H&S workshops at Members' Day and ran a dedicated BWF/HSE Safety Health Awareness Day

Record entries to the Health and Safety Hero Award to highlight and reward examples of best practice

Maintained regular dialogue with HSE via lead role on UK Woodworking Safety Group

Future Priorities

Sign up a minimum of 100 members to Health and Safety Heroes pledge

Keep H&S Manual up-to-date and ensure fresh flow of interactive content, including introduction of webinars

Set up H&S Committee to evaluate and improve BWF activities

Improved integration between H&S work and insurers to help drive increased benefits

Production of further Health & Safety Hero management tools including videos, PowerPoint presentations and Safety Essentials checklists

TURN
SCHUBOX
OFF WHEN
NOT IN
USE



A FULLY QUALIFIED, ENGAGED & COMPETENT WORKFORCE

Recent Activities

416 individuals signed up to BWF CPD programme

Over 600 individuals were supported directly in training activities by the WITForum

Secured £130,000 funding for companies to train and upskill their existing workforce in a range of courses with grant funding

Developed new Wood Product Manufacturing qualification to support introduction of a Wood Product Manufacturing apprenticeship

Over 800 people registered for the Fire Door Inspection Scheme Diploma

Secured a change to the site carpentry and shopfitting qualifications to include fire door installation

Launched new E-learning Academy for the wood sector

Future Priorities

Finalise and launch new Trailblazer Architectural Joinery Apprenticeship

To get 200 companies and 600 individuals signed up to the CPD scheme before the end of the CPD year in July 2017

Take a lead via the MakeIT! Wood competition to ensure woodworking remains on the agenda for as many schools as possible

Pilot four Centres of Excellence to support further education in joinery and scope out the national requirement for more

Launch the BWF Apprenticeship to provide employers and apprentices with a higher benchmark and flexibility of training

Update guidance for employers in England, Scotland and Wales to assist with taking on apprentices in joinery businesses ahead of funding and qualification changes



DELIVER VALUE TO MEMBERS

Recent Activities

Managed the introduction of the new Part Q Building Regulations through initial input into the regulations, a dedicated guide, focussed webinar and active support via the helpline

Developed the new BWF Risk Matrix to help companies identify, assess and develop tactics to mitigate risk – also refreshed the core Guide to Running a Joinery Business

Complete refresh of B2B and B2C legal templates, terms and contractual guidance to bring in line with new consumer law and ADR requirements

Ensured employment advice and supporting handbook were kept up to date and dealt with a range of employment related issues via the legal helpline (including auto-enrolment)

Launched new Heritage and Conservation Group supported by Heritage tours

Strong attendance at BWF Members' Day - event rated 'Good' or 'Excellent' by 98% of attendees

Launched interactive BIM Toolkit and e-learning module on BIM

Launched Production Efficiency Award to highlight renewed focus on supporting process improvement

Introduced 72 new members to the BWF in 2015

Future Priorities

Improve account management to ensure members are fully aware of the scope of support and value that they can draw from membership

Launch new Interiors Group to develop opportunities for timber and provide a focal point for work on materials health and indoor air quality

Build on Risk Register setting up a Round Table event looking at contractual risks including discrete product design, manufacturing and installation elements

Widen technical guidance to support the growing gap between England and the devolved nations

Maintain CPD focus internally to strengthen staff team and ensure BWF maintain outstanding performance

Further develop the BWF BIM toolkit to ensure members are well placed to benefit from digital specification

Target 1,000 members by 2019, helping to extend influence and increase resources available to support the membership

Launch Environmental Product Declaration tool and provide cost effective mechanisms for members to make environmental declarations

Launch new Topic of the Month webinar series





CHAMPION CODE OF CONDUCT AND THE BWF SCHEMES

to ensure the BWF badge is recognised and respected

Recent Activities

Updated Code of Conduct to support raising standards in the industry

New promotional campaign through the Wood Window Alliance using a celebrity ambassador, high quality advertorials and focusing on the home interiors blogging community and social media

Launched new guidance on installation and winder flights for staircases and a specifiers' Guide to Stairs

Developed new auditing framework for the BWF Stair Scheme

Launched the Fire Door Best Practice Guide, covering all the basics including checklists for key people with responsibility for the performance of fire doors

New installation and maintenance guidance on windows as well as updated information on moisture control and product storage

Tightening of Fire Door Scheme rules to prevent trading off of certification and launched new online training tools to help support certification at every level

Future Priorities

Implement new Code of Conduct auditing and reauditing procedures

Ensure new Alternative Dispute Resolution partnership with RICS is implemented effectively to support the promotion of the Code and ensure it delivers for members and their clients

Use new website to highlight the principles of the Code of Conduct to our customers

New Digital Fire Door Toolkit specifically designed to support sales teams and merchants and information flow through merchants

A focus on opening out fire door activity to support a larger proportion of the market

Update Domestic Stair Scheme Design Guide and Launch General Access (non domestic) Design Guide for staircases

Strengthen our relationships with influential external stakeholders such as contractors, the building control and fire sectors, at all time underpinning the principles of BWF membership and schemes

