



BRITISH
WOODWORKING
FEDERATION



BRITISH WOODWORKING FEDERATION

Action Plan

2017/2018





From the President

I am both delighted and proud to address you as President of the British Woodworking Federation (BWF). We have seen a huge amount of change since the last plan was published, the membership continues to grow and there are plenty of reasons to be optimistic.

Significant and exciting investments are being made in factories around the UK. We are seeing new competition emerging, reshaping the industry and driving us onwards. Through the Federation we have a great opportunity to step outside the day-to-day and look at how change is shaping our future.

As the number one information point on woodworking matters, the BWF has never been more successful in providing clear guidance to members, designers, specifiers and increasingly to the general public, through initiatives such as Fire Door Safety Week and BWF Stair Scheme Manager Hannah Mansell's recent appearance on the BBC's Jeremy Vine show.

The BWF is helping joinery businesses manage and embrace digitalisation to meet ever more demanding customer briefs. Services such as the Life Cycle Assessment tool, BIM level 2 guidance and excellent new work on materials health is keeping BWF members ahead of the curve. In this vein it is great to see renowned architect Oliver Heath addressing our new Interiors Group to focus on the benefits of using more wood in interiors.

This wide perspective is also fundamental to ensuring we have the economy we need to sustain our businesses. We must step up and help Government to form a vision for the future that involves us. We have a



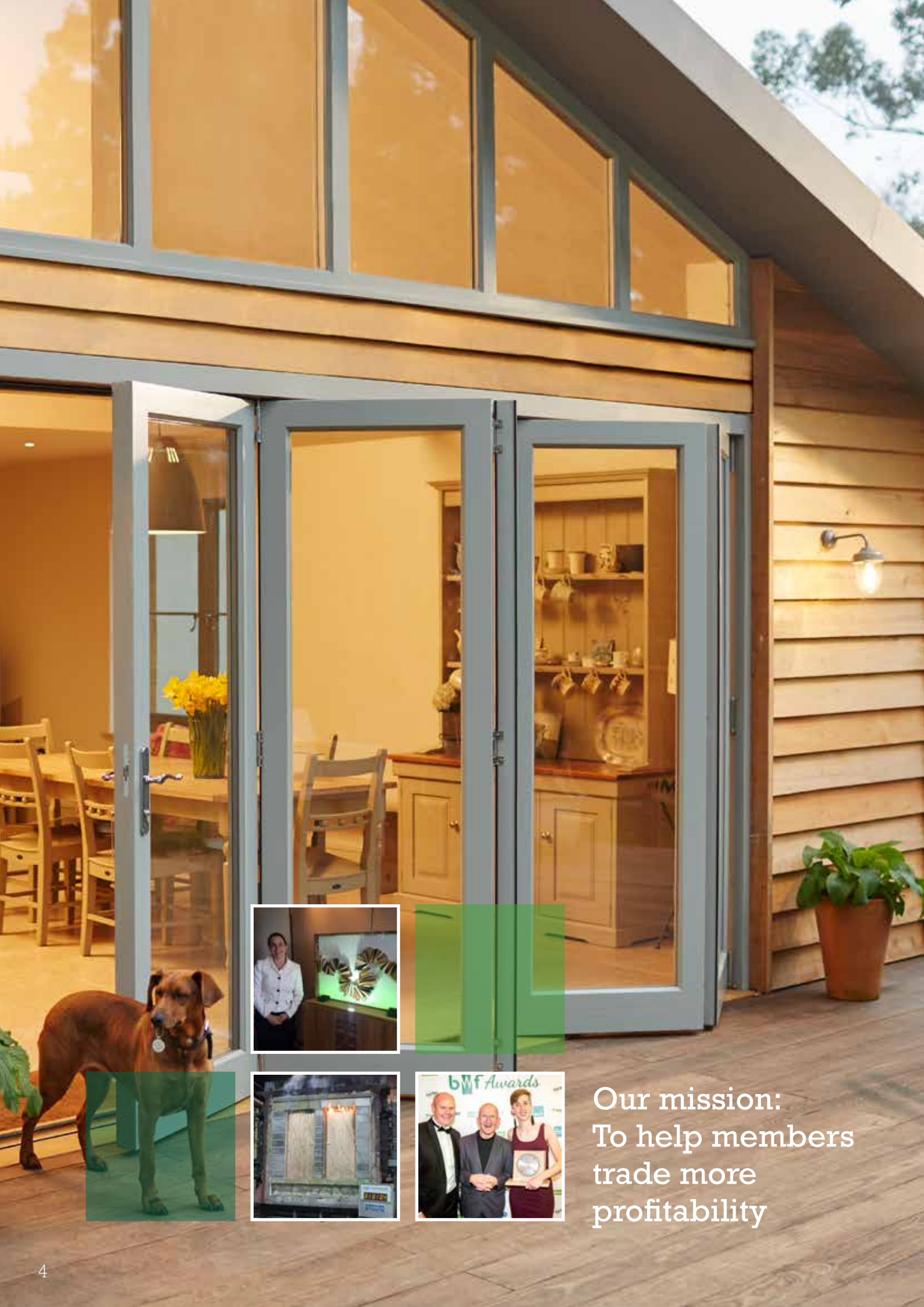
Sean Parnaby, BWF President and Managing Director of West Port Timber Windows and Doors.

stronger voice now than ever before, and are now working with the wider timber industry through the Confederation of Timber Industries (CTI).

People are also part and parcel of the BWF's pledge to the industry. The Federation is committed to developing a fully qualified, engaged and competent workforce, and is working hard to help members meet the challenges of the new skills landscape, such as the Apprenticeship Levy and a radical reform of core qualifications. We are putting more resources into our Health & Safety Hero campaign in the year ahead, as we focus on making it even easier for you to manage all accidents out of your businesses.

The joinery industry has a strong trade body in the BWF, one that delivers an invaluable service and remains resolutely committed to our core and unwavering mission of helping members to run profitable businesses.

So I wish you all the very best for the year ahead and look forward to working with you as your President and a committed servant of the woodworking industry.



Our mission:
To help members
trade more
profitability

Our principal aims

The 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.

The Woodworking Industry: A key part of our heritage and a vital part of our future.

Joinery is at the very heart of UK manufacturing. 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 this year, with an estimated 60,000 employees including the highest ratio of apprentices in the construction sector. The installed value of product is significantly higher and, in its widest sense, woodworking 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.



The market in manufacturing terms is anticipated to be around £2.4 billion in 2017

The principal aims of the BWF are to:

- Be an influential lobbying voice underpinning the contribution of timber to society and the UK economy
- Be the UK number one information point on woodworking matters, driving business to members and growing the market for wood products
- Ensure zero accidents in the workplace
- Develop a fully qualified, engaged and competent workforce
- Champion the Code of Conduct and schemes to ensure the BWF badge is recognised, raises standards and helps members to manage their risks.



The year at a glance

700 member companies
mostly UK manufacturers

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





80
new members (2016)



41
WWA membership



+5%
subscriptions (2016)



146
Members' Day attendance



£1,190,943 (+11%)
BWF Group income



193
Annual Dinner attendance



£1,129,458
BWF Group expenditure



619
CPD participants



169
BWF CERTIFIRE membership



33
Stair Scheme members



3.2m
BWF CERTIFIRE label sales



21m (+200%)
PR reach



257,120
Website visits (all)



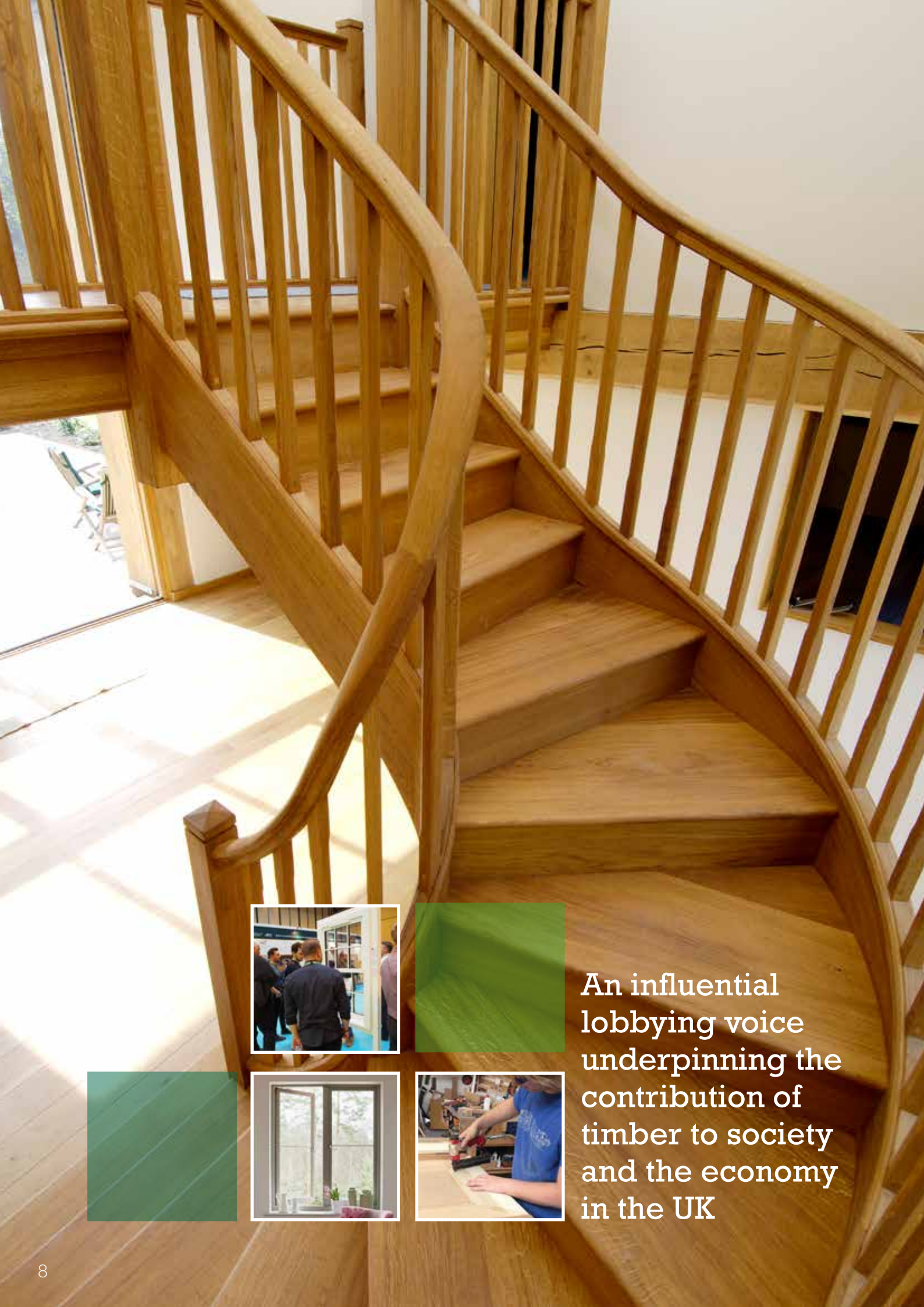
4250
Members on our 'Just Joinery'
LinkedIn Group



3500
followers on BWF
Twitter accounts



1000
likes on Facebook



An influential lobbying voice underpinning the contribution of timber to society and the economy in the UK



An influential lobbying voice

Recent BWF achievements

Took a lead role in reshaping the Confederation of Timber Industries (CTI) and used the All-Party Parliamentary Group (APPG) for Timber Industries to support a better appreciation of the value of the timber supply chain within Government.

Gave oral evidence on apprenticeships in Westminster to the Sub-Committee on Education, Skills and the Economy.



Participated in the inaugural CTI Industry Conference and reception in Westminster giving delegates, including BWF members, the opportunity to meet key policy makers including 18 MPs.



Responded to the Government's Industrial Strategy proposals with a focus on Brexit clarity, trade gain, not stepping back from climate change commitments and nurturing investment in R&D and skills.

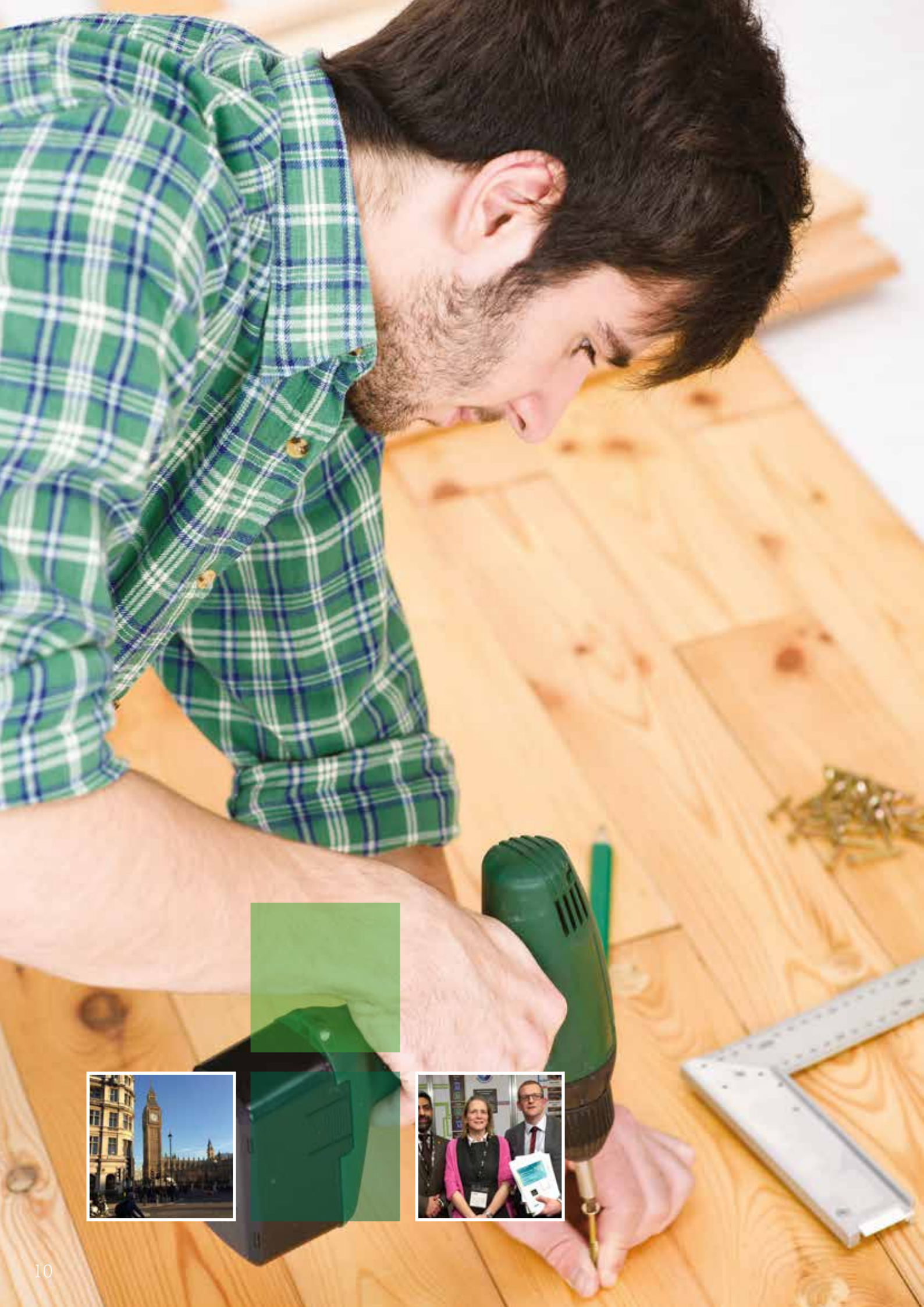
Produced a manifesto for fire safety calling upon Westminster and devolved Governments to significantly improve the level of fire protection for building users.

Took an active role in BEIS Business Reference Panel meetings in Westminster focussing on Brexit matters across departments.

Actively engaged through umbrella lobby groups such as the Construction Products Association (CPA), Fire Sector Federation (FSF), Build UK and the Alliance for Sustainable Building Products (ASBP).

Responded on behalf of the industry to consultations covering the Circular Economy, CITB reform, the Bonfield Review and the Housing White Paper.

Maintained an open dialogue with key civil servants and parliamentary representatives across Great Britain to promote the importance of the wood products manufacturing sector.



An influential lobbying voice *continued*

BWF-Certifire commemorated the 350th anniversary of the Great Fire of London with the Children's Burns Trust and colleagues from industry and the fire brigade.



Corresponded with DxEU and the European Commission to highlight concerns over the harmonisation of standards that support the CE Marking of Fire Doorsets.

Wrote to and met with a number of MPs offering support and further information on the inadequate policing of the CPR and General Product Safety Regulations.

Launched the CTI manifesto and three CTI Policy reports on value and growth, skills, and sustainability.



Used Fire Door Safety Week 2016 to raise awareness of the life-critical role of fire doors with the campaign reaching more than 8.8 million people, adding 35% more supporters and achieving high profile backing from the Fire Minister and other VIPs.

Working with
Government and
industry to form a
vision of the future
that supports our
sector

Future BWF Activities

Work with colleagues from across the CTI to develop a Sector Deal for timber, cementing the role of UK wood products manufacturing in the Industrial Strategy.

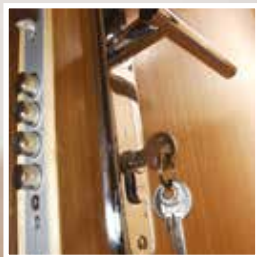
Develop a stronger voice in the devolved and regional economies, driving 'wood first' policies and supporting a local innovation and growth agenda.

Recommence MP factory visit programme, helping our new Government to understand the importance of timber.

Work through the Timber Industries APPG, building relationships with key MPs and Civil Servants to raise the profile of the Timber Manifesto.

Use the BWF's seat on the BEIS Business Reference Panel to influence the impact and policing of new regulation in a post-Brexit Britain.

Continue to take an active role through the CPA, FSF, Build UK and the Heritage Alliance, representing the interests of timber manufacturers.



Be the UK
number one
information point
on woodworking
matters, driving
business to
members and
growing the market
for wood products



The number one information point on woodworking matters

Recent achievements

Held inaugural Stair Safety Day appearing as the expert for a phone-in on the Jeremy Vine show on BBC Radio 2 reaching over 10 million people.



Dealt with over 1,500 technical helpline calls from members and their clients.

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

Ran Stair Seminar for 70 designers, architects and specifiers to cover differences between private and general access timber stairs, and launch the new design guide.

Published the Anatomy of a Fire Door to show building owners, landlords and estates managers what a good fire door should look like.

Introduced 80 new members to the BWF in 2016.

Refreshed BWF website and improved information search and mobile functionality.

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

Dealt with a range of employment, legal and contractual related issues for joinery businesses via the members' helpline.

Strong attendance at the BWF Members' Day Conference event which was rated Good or Excellent by 98% of attendees.

Updated the Fire Door Best Practice Guide.



New Architects' Guide for Stairs launched at TimberExpo.

Completed technical projects on stairs, including strength of balustrade systems, design and minimum sections for spindles, and fire-protected stairs.

Involvement in pan-European SERVOWOOD coatings project to set maintenance cycles and predict service life more accurately.

Began a new programme of regional woodworking meetings set to cover the length and breadth of Great Britain.

Completed guide to Weather Performance Testing of Windows & Doors.




The number one information point on woodworking matters *continued*

Actively supported the Wood for Good campaign to promote the use of wood in design and construction

Achieved a substantial and growing presence in the trade press, including monthly Woodworking News columns and 59 pieces of media and online coverage per quarter.

Launched a new range of employment guides and draft policies, including a new handbook and procedures for managing ill-health absence, social media use and maternity/ paternity leave.



Clear
and accurate
advice for all sizes
of joinery business

Future Plans

Lead a formal review of the timber window standard BS644, ensuring that the standards support the evolution of industry best practice in performance, sustainability and health.

Develop new installation and maintenance guides for windows, doors and staircases into interactive training and link these in to the Homebuilding Skills Network, CSCS cards, competency measurement and site access.

Build on Materials Health studies to develop a strong scientific case promoting timber as a key contributor to healthy buildings.

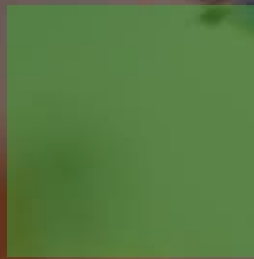
Capitalise on our ability to deliver free Life Cycle Assessments through LINA to lead the charge in making embodied carbon mainstream in construction.

Establish a Research and Innovation Council through the CTI and host a Woodworking Innovation Zone on the BWF website to help members access innovative technology and support their own experimental research.

Redevelop all BWF Scheme Websites with a focus on improving interaction, increasing leads and improving information flow to members.

Maintain focused dialogue with Building Control Inspectors, Conservation Officers and specifiers through targeted resources and CPD work.

Launch new 'topic of the month' webinar series.



Ensure zero accidents in the workplace

Ensure zero accidents in the workplace

Recent achievements

Developed Health and Safety (H&S) Hero Campaign to target zero accidents for joinery businesses.



Held practical H&S best practice workshops at Members' Day 2016.

Received record number of entries to the H&S Hero Award to highlight and reward examples of best practice.

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

Provided active support through the BWF H&S Helpline.

Worked with British Safety Industry Federation (BSIF) to provide guidance on Workplace Exposure Limits for dust, face fitting for RPE and potential penalties for H&S offenders.

Maintained place on HSE's Small Business Trade Association Forum, feeding back on industry issues and concerns.

Our
H&S Hero
campaign targets
zero tolerance in
respect of RIDDOR
related incidents
and occupational
ill health

Future Plans

Through the new H&S Taskforce, ensure that BWF H&S services drive improvement through the membership.

Integrate the H&S Hero Campaign into the BWF Code of Conduct.

Launch interactive H&S Manual to support members in introducing and maintaining a H&S plan.



Develop a fully qualified, engaged and competent workforce

Develop a fully qualified, engaged and competent workforce

Recent achievements

Piloted four Centres of Excellence to support further education in joinery and scoped out the national requirement for more.

Hosted the Woodworking Best Practice Zone at W16 exhibition to showcase our skills work and industry expertise.

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

Helped to develop new apprenticeship standards for Heritage Joinery and Architectural Joinery.

Signed 619 individuals to the BWF Continuing Professional Development (CPD) programme.

Provided direct training support through the WITForum for over 563 individuals.

Secured £12k funding for companies to train and upskill their existing workforce through a range of courses.

Reached the 1,000 people registered for the Fire Door Inspection Scheme Diploma.

Responded on behalf of the woodworking industry to consultations on the Institute of Apprenticeships and the Apprenticeship Levy.

Worked closely with CITB and BEIS in steering the implementation of the Apprenticeship Levy and improving the careers framework in schools.

Attended the APPG for Apprenticeships and raised concerns about impact of funding bands and lower quality apprenticeships.

Completed a Fire Door Blanks training module to support a step change in access to Fire Door Certification.

Supported the Skills Hack as a facilitator at the Construction Summit and promoted the concept of a skills funnel.

Renewed guidance for joinery businesses taking on apprentices ahead of funding and qualification changes.

Drafted NVQ qualification required to secure a Fire Door listing on CSCS cards.

Future Plans

Support the integration of new apprenticeship standards in Architectural Joinery, Wood Products Manufacturing and Heritage Skills to ensure that training is relevant and structured to support our industry.

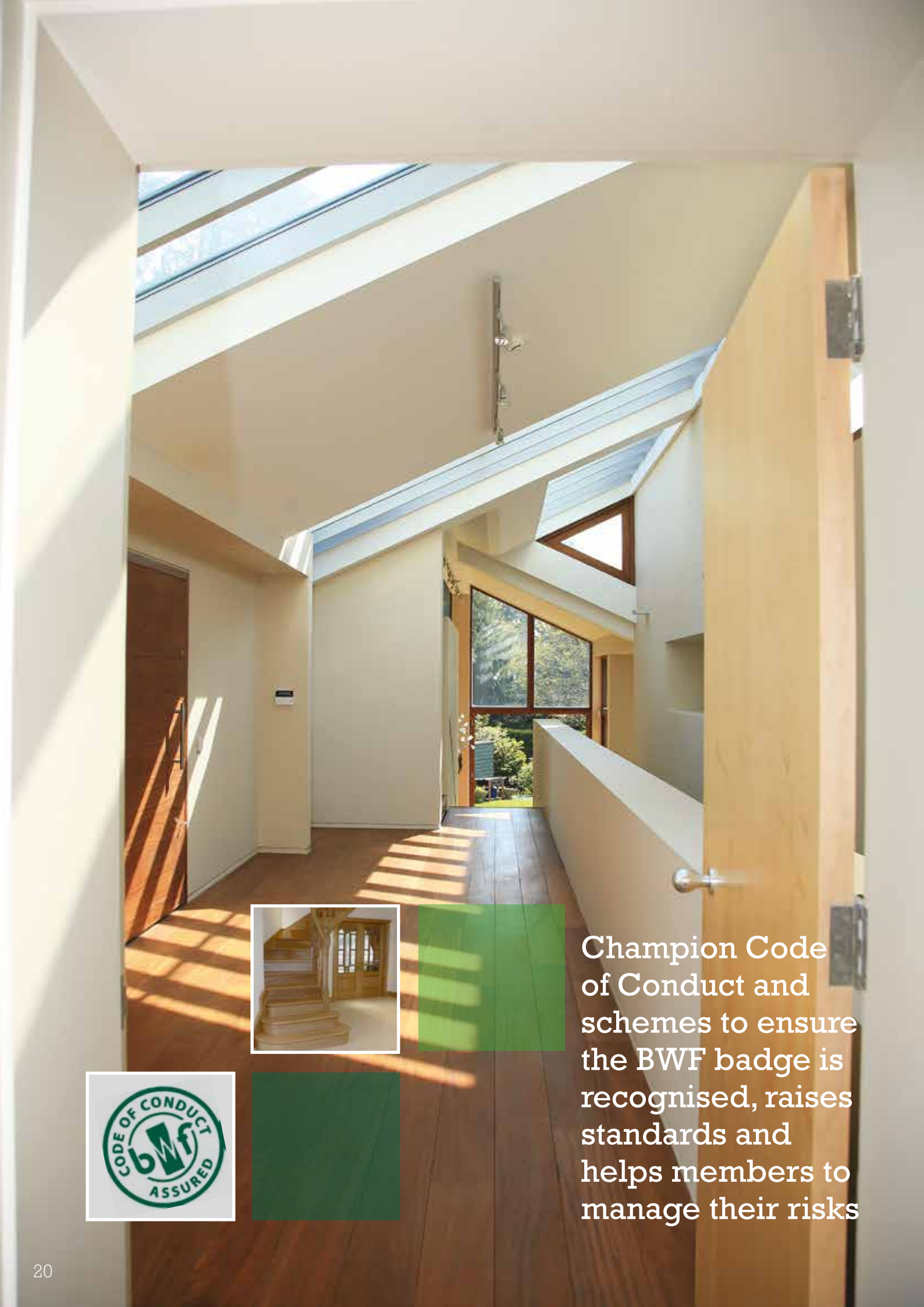
Ensure the funding changes support a real increase in joinery apprentices qualifying and pushing on to higher level qualifications.

Build on our experiences in developing apprenticeship standards to ensure T-Levels do not repeat the issues with the existing Level One Diplomas.

Expand our network of Centres of Excellence to support improvements in Further Education and ensure our Colleges deliver for Industry.

Lead a Wood Skills Council through the CTI to relaunch Makeit Wood and Wow I Made That to support careers guidance throughout secondary education.

Continue to work with a reformed CITB to improve training levels across the industry.



Champion Code of Conduct and schemes to ensure the BWF badge is recognised, raises standards and helps members to manage their risks

Ensuring our members are recognised as the best in the business

Recent achievements

Launched the 'BWF Made in Britain' initiative for joinery manufacturing members to promote their role in bolstering British industry.



Developed the work of the Heritage and Conservation Group, including launching a new range of Heritage & Conservation Joinery factsheets.

Supported simple, effective specification and a growing use of members' products through closer dialogue with tier one contractors and housebuilders, and a regular newsletter to 18,000 specifiers, including member best practice examples.

Held the most popular BWF Woodworking Awards Dinner yet at the National Motorcycle Museum, co-located with the W16 show and hosted by one of Great Britain's most famous Olympians.



Champion Code of Conduct and schemes to raise standards and help members manage their risks

Launched new BIM Level 2 Guidance and Product Data Templates for joinery manufacturers to use.

New Fire Door Toolkit specifically designed to support Sales Teams and information flow through merchants.

Launched General Access (non-domestic) Design Guide for staircases, and updated existing Domestic Stair Scheme Design Guide.

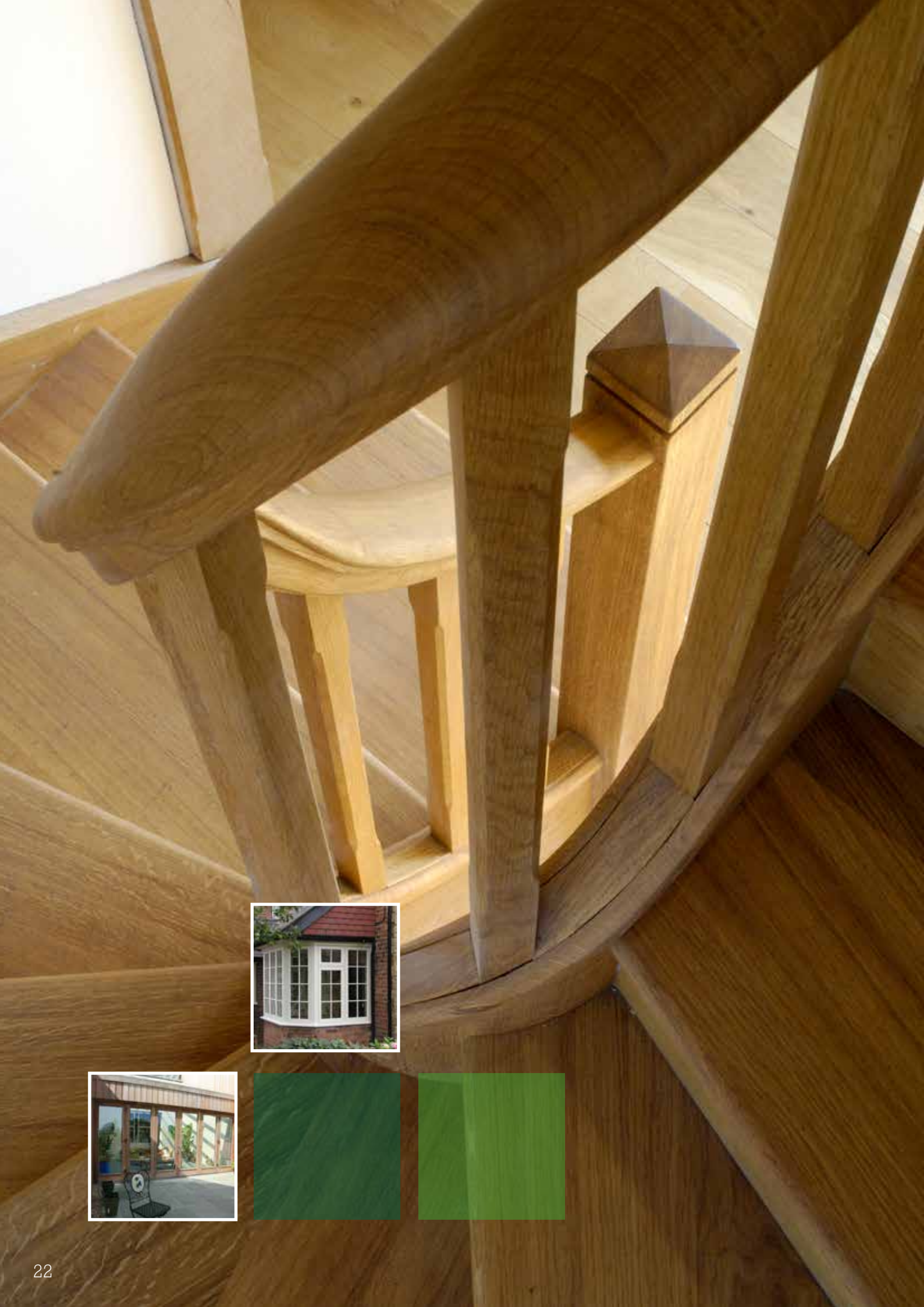
Implemented new BWF Code of Conduct auditing and visit procedures.

Published the world's first feasibility study for wood windows meeting the Cradle to Cradle standard and completed a Risk Analysis of Materials Health implications for wood versus PVCu.

Launched the 'Windows on the World' report looking at the key concerns of home-owners and clear materials trends likely to shape the future of our homes and our planet.

Launched 'A Clear Choice' joint publication with WWF highlighting the benefits of wood versus PVCu windows.

Promoted new scheme publications and articles such as the 'Sinister Six' that have been well received by social media and trade press.



Ensuring our members are recognised as the best in the business *continued*

Launched BWF Interiors Group, giving members the opportunity to discuss business or technical topics and the best ways to promote materials health and the sustainability of timber interiors.

BWF Interiors Group met for the first time featuring presentations from interior design expert Oliver Heath, and Ed Suttie, Research Director at BRE Centre for Sustainable Products.



Launched new service allowing joinery manufacturers to obtain affordable life cycle assessments and Environmental Product Declaration (EPD) via BRE's LINA tool.

Unveiled the first BWF produced EPD from the CTI stand at Ecobuild supported by WWF-UK.



Future Plans

Launch new range of product testing guides, looking at optimising scope and providing top tips to raise the bar through testing.

Harness the LINA tool to support offering EPD as standard for all timber products and ensure the woodworking is leading the charge towards recognising the importance of embodied Carbon in construction.

Maintain and develop employment and/ B2C/B2B template contract support for members.

Through our new Fire Door Alliance, build on successful initiatives such as Fire Door Safety Week.

Through our new Interiors Group develop a 'Code of Practice' for interior joinery to underpin specification of timber products.

Work through the WWA to drive up timber's market share, focusing on the growing threat of new generation timber lookalike PVCu windows.

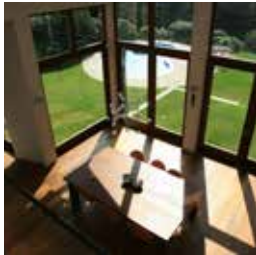
Promote the BWF staircase design guides as Industry Accepted Guidance to improve.

Continue to build on relationships with contractors and housebuilders to support specification of members' products.

Establish a taskgroup focussed specifically on developing tools to support improvements in efficiency and productivity in the woodworking sector.



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British Woodworking Federation
The Building Centre
26 Store Street
London
WC1E 7BT
Tel 0844 209 2610
Fax 0844 209 2611
bwf@bwf.org.uk
www.bwf.org.uk

