



# Annual Report 2021

**Build it  
better with  
WOOD**



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# 1.0 BWF President's Summary

I'm pleased to share this year's British Woodworking Federation annual report, highlighting the results of the hard work of the team and some of the achievements of the trade association and sector.

It's my first year as President of the BWF, having taken over the reins from Paul Bailey. Paul has been an active board member of the BWF since 2006 and has held the role of Treasurer and President. I would like to thank Paul for the dedication he has shown to the BWF and continues to show, as he remains on the BWF Board.

As an industry, we are used to facing ups and downs in the sector, but no one could have predicted we would have to deal with further challenges such as navigating a second lockdown, supply chain issues, the increase in the cost of materials, and labour shortages to name a few.

I've seen first-hand the added pressure this is putting on our sector at a time when progress and development are vital. At the BWF we are working alongside industry partners to address these challenges and looking at ways of continuously raising the profile of the sector with government and relevant governmental departments.

In fact, Helen was invited as a whole programme guest speaker on BBC Radio 5 – Wake up to Money, where many of these issues were discussed with the programme host, Felicity Hannah, increasing the profile of the sector and our trade association and the products we manufacture.

In March 2021, we launched our **Home Improvement Index**, a report with detailed analysis of homeowner renovation plans in 2021 through into 2022. The report addressed the scale of the opportunity, the motivations and inspirations from consumers and gave insight into the buying decisions made when choosing products for their renovation projects. From the report, it was clear that the outlook for our sector was hugely positive and identified a trend that is set to continue for a while.

Unfortunately, we were unable to hold our annual Members' Day but instead we adapted and chose to run a **Members' Week**. This consisted of 12 online seminars covering a variety of subjects from health and safety in the built environment, UK economy and construction outlook through to skills and training and developing digital content to improve your online presence in an ever-competitive market place. We had 300+ members registering across all 12 seminars with

a 99% satisfaction result, showing the value of such a high-level engagement programme.

We did, however, manage to host our **BWF Awards Dinner** at the end of November at the Kimpton Fitzroy in London. This was the largest dinner the BWF has ever hosted with 180+ guests in attendance. The evening was a huge success and allowed the sector to shine a light on the amazing work within the industry, the people we employ, and an opportunity to celebrate and have some well-deserved fun together. The atmosphere in the room was electric.

As I came on board as President, I set out a plan to ensure the continued growth of the woodworking and joinery manufacturing industry by choosing to focus on skills. It's crucial that we attract and retain talented and driven people – those that will enable the industry to continue to innovate and thrive.

We set upon engaging with students and teachers to increase the awareness of opportunities this sector has to offer to school children and students, and developed a Facebook and direct campaign to promote our **WOW I MADE THAT!** programme. This was a targeted campaign which reached over 1000 teachers and 200

schools achieving over 170 downloads of our teachers' lesson aids and schemes of work.

We launched our first ever **E-learning course; Fire Door Awareness**, which is free to members. This is available in the public domain for individuals looking to increase their knowledge of fire doors and why they play an important part in keeping us safe. We have plans to develop more E-learning courses through 2022.

I am proud to say our first Assured Course launched in 2020, in partnership with the National Open College Network (NOCN), is gaining traction and the number of providers delivering the course has doubled in 2021. There is no sign of this slowing down, and we can expect this to continue to grow in strength as providers across the whole of the UK apply to become approved.

There are still many challenges facing our sector, the upcoming introduction of UKCA Marking (which will replace CE Marking) and the Building Safety Bill, which will also bring changes for BWF members. The BWF is closely monitoring the development of this legislation and we will continue to voice our members'

views through our intensive lobbying programme and our relationship with industry bodies, such as the Build UK, Construction Products Association and the Construction Leadership Council.

As BWF President, and an advocate for the use of sustainable building products, I believe that now more than ever we have an opportunity to promote the benefits of timber to both the construction industry and consumer audience. The construction industry has made progress around sustainability in recent years, and we should take this opportunity to drive forward the use of timber as a sustainable building material, helping the construction industry build back greener and stronger via our Build it Better with Wood and Six Point Blueprint for Wood campaigns.

We cannot forget we are still having to deal with the challenges COVID presents to us and will continue to do so as we move forward. The COVID Hub on the website is an invaluable resource to members with over 1000 views of our COVID guidance this year. The team have worked hard to keep this updated

regularly and I know our members are extremely thankful for this.

Finally, there are many exciting plans in the pipeline for the BWF over the next 12 months, with a variety of new products and services being developed. So, watch this space for the announcements.....

**David Oldfield**

President





## 2.0 BWF CEO Statement

Well, 2020 was challenging for the manufacturing sector, who would have thought 2021 would offer further challenges. We've seen supply chain issues, an extension to the transition from CE marking to UKCA marking and border control issues following Brexit. These uncertainties have been accompanied by fresh momentum behind the decarbonisation agenda, and of course, points of action from the Government's building safety programme.

We continue to monitor and provide representation across all areas relating to building safety. We are working with the **Department for Levelling Up, Homes and Communities (DLUHC)** on the development of the building safety regulations. This includes building a close working relationship with the Office of Product Safety and Standards, whose responsibility it is for the forthcoming product regulations.

Our political and policy contact programme during 2021 has helped the Federation to build and consolidate relationships with Parliamentarians and Senior Counsel. We continue to position the Federation as a woodworking, joinery and timber products policy innovator and trusted adviser to Government. This continues to keep the Federation ahead of the curve and able to "cut through" the noise to effectively deliver key messages and policy asks and continue to build a powerful coalition of political and Parliamentary support.

We have seen substantially more members in attendance at our virtual meetings than we would expect in the real world with a staggering 1200+ attendees registering at meetings, technical updates or webinars throughout 2021. Online meetings and seminars work for many and should remain an option (not the alternative) for our members. It is incumbent on the BWF to reduce its carbon footprint, therefore a more "digital-hybrid" solution to meetings will minimise travel, while also bringing about considerable efficiencies and better value for members.

Our intensive PR and marketing campaigns are a priority for the association, as they provide opportunities to promote the products our member's manufacture. In April 2021 we launched the **Be Certain, Be Certified** campaign, dedicated to promoting third party certification of timber fire doors, with the annual **Fire Door Safety Week** campaign proving to be the most successful it has been since its inception.

Our work in the regulatory arena is ongoing, with the Government looking to implement many changes in the built environment. BWF monitors and comments on the various consultations and proposed amendments to regulations, which we know will impact on the woodworking and joinery manufacturing sector. The excellent work we do in this space is highly respected, so I am delighted to see that our very own Technical Director,

Kevin Underwood, was appointed as **Vice Chair of the Construction Products Technical Committee** and **Chair of BSI Technical Committee for Stairs (B/208)**.

We are in a time of great change, but also great opportunity. I'd like to re-iterate the BWF's commitment to work for the benefit of all our members by providing guidance, clarity, and an opportunity to voice members' views and concerns with our stakeholders and government. It is important to the team, the BWF Board and Council, that Members really value the work we do, so we can continue to develop products and services members feel are of benefit. This was the driver to embark on the largest ever **Member Satisfaction Survey** at the end of 2021. The insight to member's views on the Association will be used to aid and inform the planning of the support, services, information, resources and our engagement in 2022 and beyond.

Finally, I would like to thank the BWF Board and Council for their support and dedication in 2021, and to the BWF team who are always on hand to help and guide our members no matter how small or large their query or request is. We have a lot to be proud of as a sector, we need to embrace this and continue to move forward together.

**Helen Hewitt**  
Chief Executive

# 3.0

## **BWF Governance**

We are a member-led organisation with our Board of Directors and Member Council driving the strategy. All members of the Board and Council are voluntary representatives from member businesses who are committed to driving the industry forward through the BWF.

- ▶ BWF Board of Directors 2021
- ▶ BWF Council 2021

# BWF Board of **Directors 2021**

<b>Member Type</b>	<b>Name</b>	<b>Company Name</b>
President	David Oldfield	Intelligent Door Solutions Ltd (Arnold Laver)
Vice President/Treasurer	Andrew Madge	Gowercroft Ltd
Executive Director	Paul Bailey	European Doorsets Ltd
Executive Director	Pauline Kelly	Higginson Staircases Ltd
Executive Director	Sean Parnaby	West Port Windows and Doors Ltd
Executive Director	Stephen Wright	George Barnsdale & Sons Ltd
Chief Executive / Executive Director / Secretary	Helen Hewitt	British Woodworking Federation



# BWF Council 2021

Member Type	Name	Company Name
Chair	David Oldfield	Intelligent Door Solutions Ltd (Arnold Laver)
Treasurer/Vice President	Andrew Madge	Gowercroft Ltd
Secretary	Helen Hewitt	British Woodworking Federation
Chair of the Stair Scheme	Pauline Kelly	Higginson Staircases Ltd
Chair of the WIT Forum	Alison De Roeck	Kierson Sash Windows
Ordinary Member of the Council	Tony Pell	JELD-WEN Ltd
Ordinary Member of the Council	Paul Bailey	European Doorsets Ltd
Ordinary Member of the Council	Roger Silk	Houghtons of York
Ordinary Member of the Council	Simon Badham	Arden Windows Ltd
Ordinary Member of the Council	Jonathan Bowers	MWC Holdings Ltd
Ordinary Member of the Council	Jim Horsman	Ickelsham Joinery Limited
Ordinary Member of the Council	Simon Walker	SPS Timber Windows
Ordinary Member of the Council	Hannah Mansell	Premdor
Honorary Life Member	Ian Purkis	Honorary Life Members

# 4.0

## Member Satisfaction **and Retention**

- ▶ 4.1 Summary of Public Affairs
- ▶ 4.2 Working Together for the Good of the Industry

# Member Satisfaction and Retention

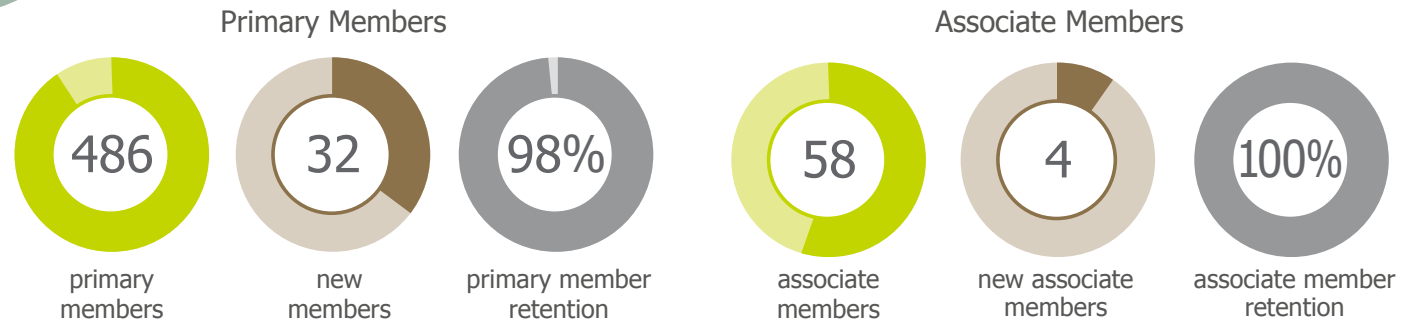
## Our Team Values



## Our 5 core objectives:

- 1 Building for the Future** – Ensuring a business environment that is conducive to the long-term profitable future of the woodworking and joinery manufacturing industry in the UK.
- 2 A Skilled and Competent Workforce** – Meeting the industry skills challenge through building a highly skilled and competent workforce for the future through a number of training initiatives.
- 3 Proactive and Effective Lobbying** – Build an increasingly effective and proactive lobbying effort to articulate the industry’s views and needs in a changing business environment.
- 4 Promotion of Timber** – Positioning timber as a serious, alternative construction product – capitalising on Government initiatives to meet carbon emission targets in the built environment.
- 5 Member Satisfaction and Retention** – The BWF team is committed to ensuring a continued high level of member satisfaction and retention.

## Our Membership in numbers:



# BWF Member Satisfaction Survey Results

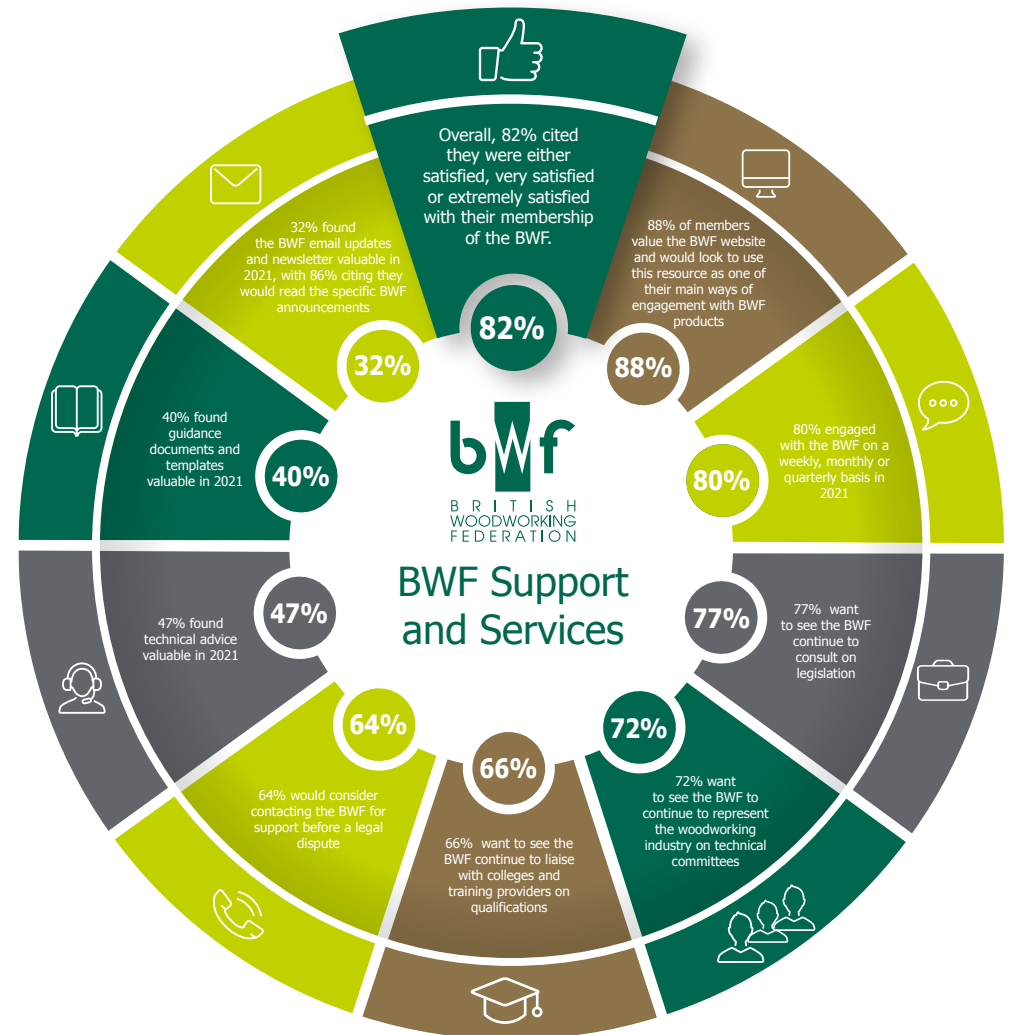
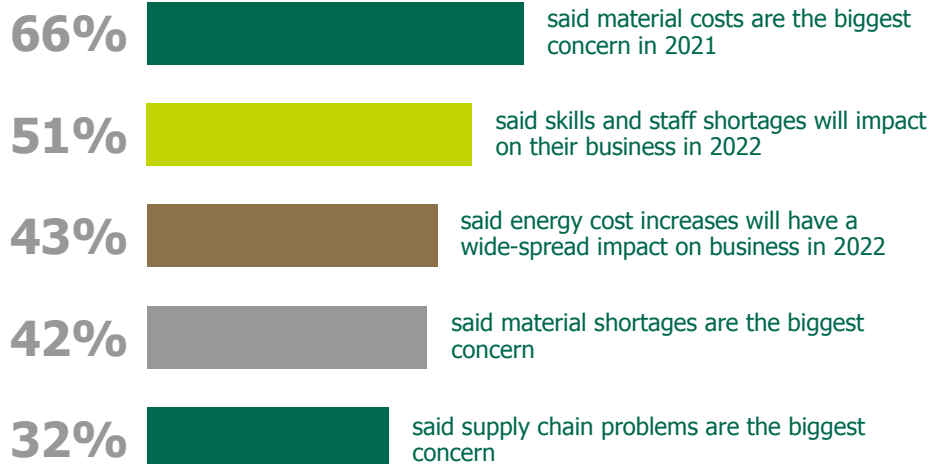


## Member Satisfaction Survey

Your views are important to us...

This is why the BWF engaged a specialist research company to carry out a survey to understand what members place importance upon and value with regard to the support, services, information and resources that BWF offers and provides. The survey allowed the BWF to explore the needs and expectations of members, alongside the challenges and opportunities they have right now or foresee in the future.

### Biggest challenges for 2021



# 4.1 Summary of **Public Affairs**

The 2020 Ministerial reshuffle presented the BWF with many opportunities to discuss the **6 Point Blue Print for Wood** at a political and policy level throughout 2021. We saw Michael Gove move to the newly rebranded Department for Levelling Up, Housing and Communities (DLUHC). An increasingly important government department, DLUHC have responsibility for building safety and ensuring the safe passage of the Building Safety Bill that commenced its Lords stages in February 2022.

The Federation has built a strong core of advocates in the House of Lords to enable it to effectively influence and shape the Lord's passage of the Bill on key issues, such as product testing and competence, and to rebut negative perceptions of timber and timber products.

The Federation has made substantial progress in influencing the policy debate on building and fire safety and supply chain issues in 2021. Its policy positions on competence, product testing and joined-up Government were referenced by supportive peers and Parliamentarians; **Lord Stunell during a Lords debate on building safety**, and **Margaret Ferrier MP during the Commons Remaining Stages debate of the Building Safety Bill**. Furthermore, **Hina Bokhari AM (Liberal Democrat) tabled written questions to the London Mayor** highlighting the Federation's new fire door awareness campaign and research produced for Fire Door Safety Week.

## **BWF Six-Point Blueprint for Wood**

We have continued to position the Federation as a woodworking, joinery and timber products policy innovator and trusted adviser to Government, with our headline messaging:



**Position wood** as the sustainable product of choice in the construction industry in the new post-Brexit and Pandemic economy.



**Demonstrate** that timber products are safe, highlighting the positive performance of timber construction products (including fire doors) in recent testing and calling for them to be "front and centre" in the new building and fire safety system.

*Key "policy asks" include;*



**The importance of developing** an effective construction product testing system.



**Ensuring** that the Government develops legislation that is supportive of the delivery of practical qualifications to grow the woodworking and joinery sector.



**Integrating** fire and building safety legislation to create a new building and fire safety regulatory system that is joined-up, easy to understand, and easy to implement.

47+



hours of face to face time with Parliamentarians

37



meetings with MPs

3



mentions for the BWF in the House of Lords

## 4.2 Working Together for the **Good of the Industry**

The BWF works with a number of industry partners and supply chain groups to ensure that members' voices are heard and championed.



CPA is the leading organisation that represents and champions construction product manufacturers and suppliers.

- ▶ Working with the CPA we are able to ensure BWF members' views are represented when developing policy positions and industry viewpoints.
- ▶ Represent the BWF membership on the **Trade Association Council**.
- ▶ Represent the BWF membership on the **Sustainability Policy Group**.
- ▶ Represent the BWF membership on the **Technical Committee**.

- ▶ Members of the BWF team contributed to the **Marketing Integrity Group (MIG)** – who were responsible for developing the **Code for Construction Products Information (CCPI)** for management the Code for Construction Product Information. This project responds directly to a call from Dame Judith Hackett to change how product information was communicated.
- ▶ Access to the **Construction Products Association Construction Industry Forecasts** and the **State of Trade Surveys**. The CPA's economic insights has been crucial to helping our members navigate this period of economic volatility. As uncertainties continue, this in-depth analysis of the economy and its effect on the sector will no doubt remain invaluable.

**Timber Accelerator Hub (TAH)** – established by the ASPB, the project brought together a broad range of stakeholders from across the construction industry, with the BWF actively involved in an advisory role, all of which are working to overcome the barriers to mass timber construction in the UK. This project sits neatly alongside several workstreams of the Alliance for Sustainable Building Products, such as Reducing Plastics in Construction Group and research projects such as 'Zero Avoidable Packaging', looking to reduce waste plastic from construction. A project running through 2021, the TAH set out to focus on the two primary challenges for mass timber construction in the UK; insurance and fire safety. This report seeks to present the findings and recommendations for potential solutions that would unlock its wider use, in a safe and sustainable manner. The report is due to be launched in quarter 1 of 2022.

## 4.2 Working Together for the **Good of the Industry**



Through our membership to Build UK, the BWF is involved in a variety of consultations and programmes across the construction sector. The membership is a combination of clients, main contractors, trade associations and specialist contractors, and represents in excess of 50% of UK construction.

Build UK has three strategic priorities:

- ▶ **Improving Business Performance** – through delivering zero retentions and recommendations for contract terms for the construction sector. With a focus on developing a collaborative supply chain that takes responsibility for the delivery and performance of products. This is achieved via three key priority areas:
  - **Benchmarking Payment Performance** – Build UK collects the latest data on payment performance of the largest companies in the construction sector and central Government in order to provide transparency for the industry and drive good practice.
- **Delivering Zero Retentions** – Fair and transparent payment practices are essential for the construction industry. Build UK and its members support the industry ambition to zero retentions no later than 2025. To achieve this, they are implementing a **Roadmap to Zero Retentions**.
- **Contract Terms Recommendation** – The recommendation to form common ground between clients and the supply chain on contractual practice in the construction industry. Objectives are to promote collaboration and encourage a fairer allocation of risk through the supply chain and deliver better projected outcomes.
- ▶ **Increasing Productivity** – Support the industry to adopt more effective ways of working to deliver better project outcomes with a focus on the **Construction Pre-Qualification System**, increase the use of **Smart Technology** and improving **Building Safety**.
- ▶ **Recruiting Training and Retaining Talent** – by working hard to retain the right skills for the industry now and for the future. This is achieved by encouraging the next generation to choose a career in construction and deliver a flexible and safe working place for everyone.

The BWF ensures the membership is strongly represented across all three strategic priorities, actively engaging in many of their initiatives and working groups such as **Competence Steering Group (CSG) - Working Group 2 – Installers**.

## 4.2 Working Together for the **Good of the Industry**



During 2021 the BWF made the decision to withdraw its membership from the Confederation of Timber Industries (CTI) as it was evident that in recent years the CTI had focused on increasing the profile of the timber sector as a solution to help solve the UK's housing and climate crises, with a heavy lean towards structural timber solutions. While the BWF has fully supported the work of the CTI and will continue to do so, the BWF Board and Council took the decision for the BWF to step away from the CTI as a member, to focus on the primary objectives of the woodworking, joinery and manufacturing sector in particular focusing on our own political lobbying programme.

### **Other Stakeholder Engagement**

In 2021 the industry united in a way it had never before. Construction was clearly a priority in the eyes of the Government, which provided both challenges and opportunities for our members and the sector. Our memberships to Build UK and the Construction Products Association (CPA) proved to be extremely worthwhile and presented another busy year for the Federation. We were involved in the ever-evolving **Site Operating Procedures (SOP)** which were issued by the Construction Leadership Council (CLC) and used as the main guidance for dealing with COVID19 on construction sites. Our place at the monthly **Products Availability Working Group** allows the BWF to have a strong voice on issues faced by our members and the timber industry. This group is co-chaired by the Builders Merchants Federation (BMF) and CPA with representatives from the department for Business Energy and Industrial Strategy (BEIS) in attendance. This pan-industry committee oversees and feeds back to BEIS on a plethora of concerns faced by the construction sector with 2021 focusing on availability of materials, prices increases, blockages at ports, driver shortages and all other areas related to keeping the construction sector moving forward during COVID19.

### **Who else does the BWF work with?**



### **Propiconazole Expiry Date Extended**

**Propiconazole** – The BWF worked closely with the Health and Safety Executive (HSE) and the Wood Protection Association to lobby Government on extending the expiry date of propiconazole PT08. We were instrumental in having the deadline extended until the 24th July 2023. This is good news for our members and throughout the timber industry as propiconazole was an active component of most timber preservatives. The preservative manufacturers can now use the time to develop, prove the efficacy of, and gain approval for, new preservatives that don't contain propiconazole.



5.0

# **BWF Membership Support**

# BWF Membership Support

## Member Communications and Engagement

BWF Updates - BWF Technical Updates, BWF Training Updates, Regular COVID updates



### Technical Queries

Throughout 2021, the BWF answered 243 technical enquiries, each enquiry approx. 120+ minutes

= circa **486** hours of technical help

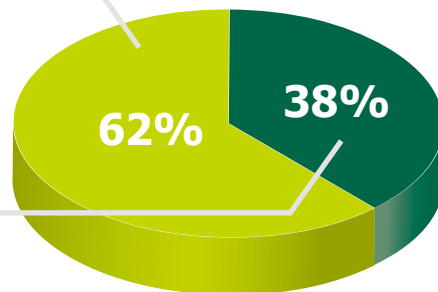
### BWF Member Queries

Throughout 2021 the BWF responded to 68 member enquiries on topics such as Human Resources, Health and Safety and General Business Support, each enquiry approx.

60 mins – over **68** hours of support.

Throughout 2021, **62%** of queries from members of the public were directed to 'Find a Member'.

While **38%** were directed to BWF resources such as the shop to purchase Best Practice Guides, the education section of the website for industry training on guidance on fire doors.



# BWF Membership Support



## Our Website at a Glance



237,672

views



85,575

users



105,483

sessions



## Top 5 most viewed web pages

1 Home Page

2 Glossary of Woodworking Terms

3 Student Careers in Woodworking - Apprenticeships

4 Find a Member

5 Education - Find a Course



## Publications downloaded



6406

publications downloaded  
(\*between April and December)



4748

downloads of **fact cards**  
(74% of all downloads)



335

downloads of **Machine Safety Cards** (5% of all downloads)



414

**Fire Door Guidance** downloaded  
(6% of all downloads)



## Downloaded By

- ▶ Architects
- ▶ Asset Managers
- ▶ Fire Risk Assessors
- ▶ Building Managers
- ▶ Building Inspectors
- ▶ Building Surveyors
- ▶ Carpenters/Joiners
- ▶ Compliance Officer/Managers
- ▶ Building Consultants
- ▶ Fire Safety Managers
- ▶ HSE Advisor/Manager
- ▶ Operations Manager
- ▶ Technical Manager

# BWF Publicity



## BWF Social Media



**69k+** impressions

**645** new followers



**120k+** impressions

**299** new followers

**14k+** profile visits

**536** mentions



## PR in 2021

**264** pieces of coverage secured in 2021



Online



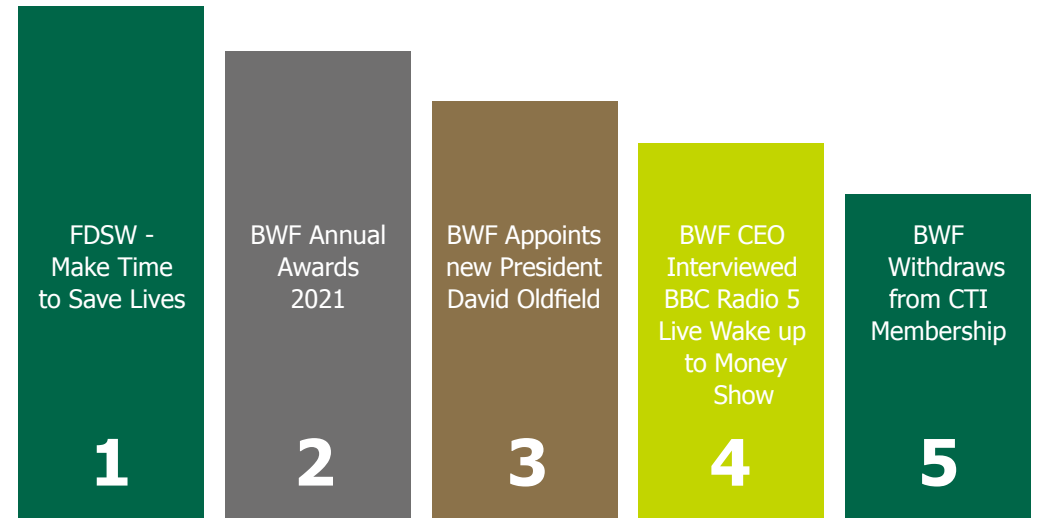
Print



## Publications that regularly feature the BWF

- ▶ TTJ
- ▶ House Builder and Developer
- ▶ Total Contractor
- ▶ Construction Manager
- ▶ Window News
- ▶ Woodworking News
- ▶ Glass Times
- ▶ Door Industry Journal
- ▶ ABC&D
- ▶ Architects Datafile
- ▶ Housebuilder and Developer
- ▶ Inside Housing

## 5 most successful Press Releases in 2021



# 6.0

## Industry Schemes and Committees

- ▶ BWF Fire Door Alliance
- ▶ BWF Stair Scheme

# Industry Schemes and Committees

The BWF operates two industry schemes: the BWF Fire Door Alliance and the BWF Stair Scheme. The guiding principles of each scheme are to champion best practice and to work together to raise standards across the entire industry. Each Scheme has its own governance structure and budget, and is managed and operated by the BWF. To join a Scheme, a business has to be a member of the BWF.



The BWF Fire Door Alliance's mission is to ensure that only third-party certified fire doors and fire door sets, installed by certified companies are used in the UK.

The BWF Fire Door Alliance membership includes not only the market leaders in fire door manufacturing, but also in converting fire doors and the manufacture and supply of ironmongery, intumescent seals and glazing systems etc.

Supplier members manufacture and supply products they have had certified, or sell certified products, offer relevant services to member companies.

## The Scheme at a glance:



**105** Members



**67** Licensed Door Processors (8 new members in 2021)



**13** Prime Door Manufacturers (1 new member 2021)



**25** Supplier Members

## New BWF Fire Door Alliance member certified timber fire doors on the market in 2021

There was a continued improvement in the market, despite the ongoing effects of the pandemic, and we estimate that over **2.4 million**

BWF Fire Door Alliance member certified fire doors were placed on the market.

The Advisory Committee is the main elected Committee of the Fire Door Alliance and is responsible for upholding the aims of the Alliance and to represent the interests of the members as laid out in the rules of the Fire Door Alliance. Membership of the Fire Door Alliance Advisory Committee will be representative of the scheme and the scheme membership.

The Advisory Committee met 3 times in 2021

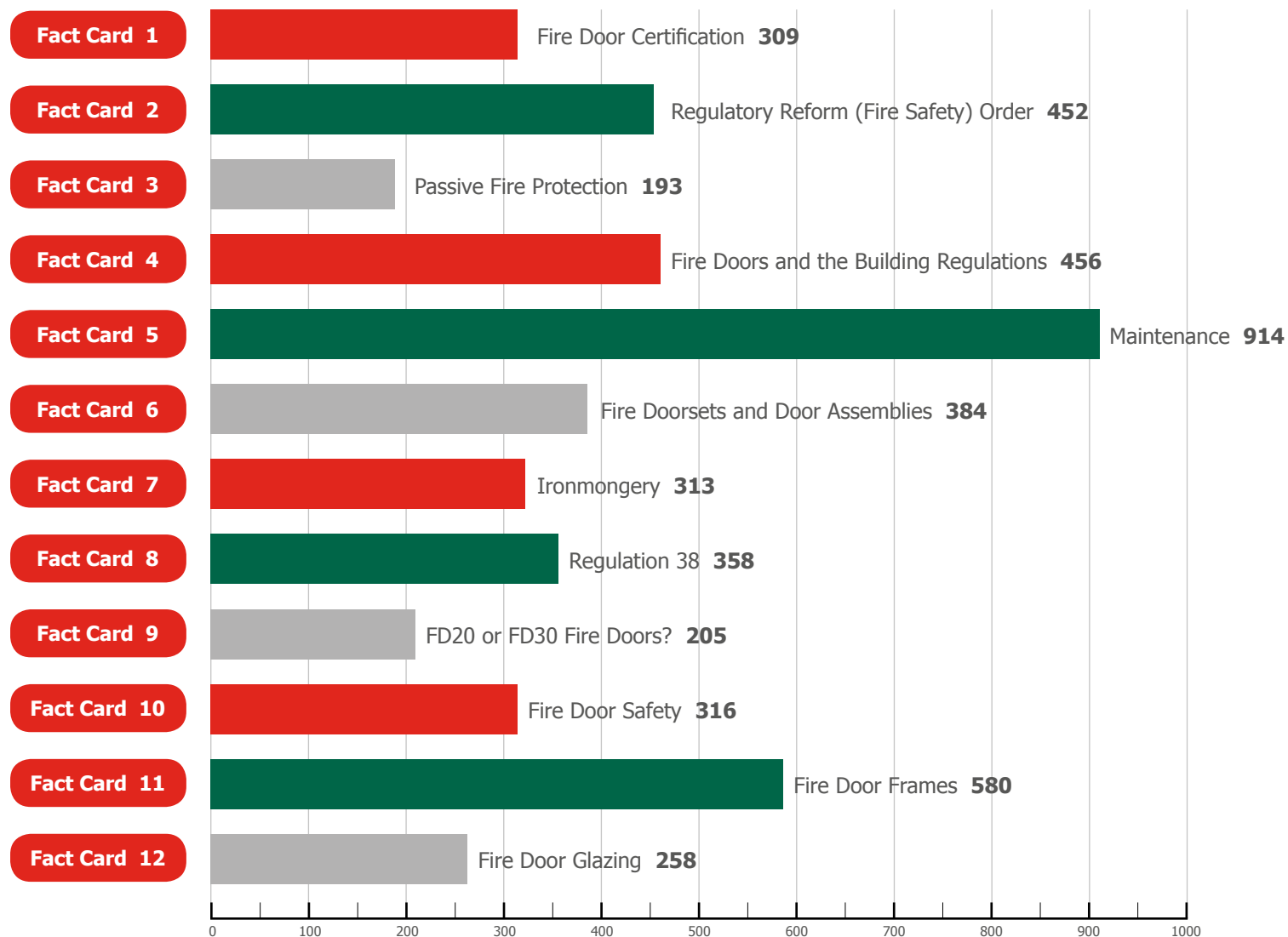
The Marketing Committee met 3 times in 2021

The Technical Committee met once in 2021

# Industry Schemes and Committees



**Downloads**  
Fact Cards  
**4748** in total



# Industry Schemes and Committees



The BWF Stair Scheme exists to promote the principle that stair safety depends on the quality of design, specification and installation. All Scheme members are accredited via the BWF and are regularly audited to ensure they have the required systems and processes in place to demonstrate that their stairs are compliant with building regulations. Each accredited member gets to apply the Stair Scheme badge to their stairs to demonstrate their commitment to well designed, well manufactured, safe stairs.

To drive standards and to position themselves as experts in stair design and manufacture, the BWF Stair Scheme members have contributed to a number of practical guides. These guides are promoted to a variety of audiences encompassing housebuilders and developers, architects, building control, local authority specifiers and homeowners.

## Top 5 drivers for staircase selection



**55%**  
Cost



**38%**  
Design & aesthetics



**37%**  
Safety of the design and final staircase



**33%**  
Time and inconvenience



**31%**  
Lifespan



## Downloads



BWF Stair Design Guides for Domestic and Common Timber Stairs from BWF website

**60**



BWF Stair Installation Guide from BWF website

**30**



BWF Stair Guidance documents from IHSMarkit

**280**

The BWF Home Improvement Index provided members with consumer data, identifying what the intent looked like for the home improvement market throughout 2021 and where opinions sat specifically with timber products. The Stair Scheme Marketing Committee fed into the questions asked within the research to ensure robust data relating to stairs was gathered.

## The Scheme at a glance:



**24**

Stair Scheme Members



**22**

Accredited Manufacturing Members



**2**

Supplier members



**150,000**

Staircases accredited through the BWF Stair Scheme

The stair scheme Marketing Committee met once virtually in 2021.

We would like to thank all members who participated in Scheme Committee and Sub Committee meetings during 2021. Your contribution was invaluable in driving the agenda forward.



7.0

# Skills and **Training**

# Skills and Training

## Training and Development

Ongoing upskilling, training and development remain fundamental to the growth of the woodworking and joinery manufacturing sector. A key BWF priority in this area continues to focus on providing appropriate support to build a well-trained, highly skilled, and competent sector workforce. This involves not only promoting the industry as a rewarding and progressive career path to young and future talent, but also driving initiatives to help retain and develop existing talent through continuous learning.

To help BWF members train their staff and raise skills levels across the wider industry, the BWF Wood Industry Training (WIT) Forum works closely with funding partners to support skills and training activity. In 2021 the WIT Forum remained active in signposting enquirers to high quality skills and training provision, acting as the broker between eligible members and local CITB advisor support, and supporting eligible members to secure CITB Skills and Training funds:

## Engaging With the Training Provider Network

Employer engagement through the BWF Education Hub, designed specifically for woodworking and joinery manufacturing businesses, led to successful signposting to a wide range of sector skills and training solutions designed to support sector upskilling and continuous learning including:

- ▶ Safe use of woodworking machinery
- ▶ Autodesk AutoCAD
- ▶ CAD/ CAM and CNC
- ▶ Safe use of Woodworking Portable Power Tools
- ▶ National Vocational Qualification (NVQ) achievement
- ▶ Passive Fire Protection

## Engaging with the CITB Local Advisor Network

The BWF continued to build relationships between the CITB local advisor network and CITB registered members, to provide support and links to vital skills and training grants, funding support and apprenticeship grants.

## The Skills and Training Fund

The BWF continued to signpost eligible CITB registered members to this fund to ensure maximum financial support was utilised for the delivery of eligible skills and training solutions for individual employers, their employees, and the wider sector. This fund remains in place to support employers aiming to train, upskill and qualify their new and existing workforce. The fund can be used to support both grant, and non-grant eligible training.

### During 2021.....



179

skills and training enquiries successfully signposted to high quality training provision.



16

CITB registered members successfully engaged with the CITB local advisor network.



12

eligible BWF members engaged with the CITB local advisor network.



7

BWF members supported with the Skills and Training fund application process to access funding for the delivery of skills and training solutions.

# Skills and Training

## Fire Door Installation Awareness

The BWF continued to partner with the National Open College Network (NOCN) to provide assured training for Fire Door Installation awareness.

The Fire Door Installation Awareness course, has been developed for individuals needing to improve their knowledge and awareness of the installation of fire door assemblies and doorsets. This two-day course is aimed at operatives who hold an existing Level 2 NVQ or SVQ in either Wood Occupations – Site Carpentry, Shopfitting or Passive Fire Protection. The course can also be used to provide essential knowledge and awareness for other roles involved in the end-to-end fire door installation process.

## BWF Online Learning Platform

The BWF online platform is the home and main point of access for all BWF online learning provision. 2021 saw the development and implementation of the first e-learning course for the Introduction to Fire Doors. 2022 will see the introduction of a new course on becoming a Certified Licensed Door Processor.



475

Users registered to use the BWF E-learning platform



247

Learners enrolled onto the 'Introduction to Fire Doors' course

## Sector Apprenticeships

The BWF, supported by the work of the WIT and Training Provider Forums continued to work with the wider membership, education partners and other stakeholders to develop, review and maintain sector apprenticeship. This approach is vital as innovative new technologies and manufacturing techniques continue to place new demands on existing knowledge, skills, and behavioural development in the sector.

During 2021 the BWF and its members remained at the forefront of the sector apprenticeship offer for occupations including:

- ▶ Carpentry and Joinery
- ▶ Advanced Carpentry and Joinery
- ▶ Wood Product Manufacturing Operative
- ▶ Historic Environment Specialist (approved for development).

## Training at a glance



8148

hours of training

were delivered to



582

learners

Supported by a network of ...



15

training providers approved to deliver the course nationally

8.0

# Marketing **Campaigns**

# Marketing Campaigns

## Home Improvement Index

In April 2021, the BWF released the Home Improvement Index to members. The report offered a unique insight into the plans, motivations, and inspirations behind anticipated home renovation activity throughout 2021. This index was based on a wide-ranging attitudinal survey of 3,000 UK homeowners and sought to uncover the scale of the opportunity, the reasons behind making changes to homes and the intention to use tradespeople and products – helping to inform our sector’s approach to the home renovation market.



## BWF Fire Door Alliance - Be Certain, Be Certified

In May 2021, the British Woodworking Federation Fire Door Alliance launched an awareness campaign, Be Certain, Be Certified, to highlight the importance of third-party certification of fire doors in improving fire safety standards across the UK. The campaign addressed a “clear lack of understanding” over what certification is and the vital role it plays in protecting lives.

Be Certain, Be Certified calls for the adoption of third-party certification of fire doors throughout all UK buildings to raise the standards of fire door safety and help protect lives. It also provides detailed information on fire door safety ahead of upcoming legislation – the Fire Safety Bill and Building Safety Bill – which will strengthen regulation over fire safety for all building types.



## Campaign Launch in Numbers



135

Twitter post engagements

5.4k+

Twitter post impressions



1.7k+

New LinkedIn page post engagements  
BWF Fire Door Alliance



10

Pieces of PR coverage

**ARE YOUR FIRE DOORS FIT FOR PURPOSE?**

**BE CERTAIN, BE CERTIFIED**

If you are a landlord, contractor, architect, building owner or manager, it's **your responsibility** to ensure the safety of buildings and their occupants.

**BUT**, substandard fire doors are putting lives at risk every day across the UK.

Third-party certification of fire doors and doorsets provides crucial evidence that a fire door will perform as designed, ensuring lives and property are protected.

**THE FIRE DOOR LABEL**

Third-party certified fire doors all display a label or plug so you can identify them. This will tell you the fire door rating for its minimum tested burn performance (e.g. FD30 for minimum 30 minutes). The label will provide full traceability of the door back through the supply chain. But what's behind the label?

- FIRE TESTING**  
A full-sized fire door assembly is tested in accordance with BS 476, Part 22 or BS EN 1634-1 at a UKAS accredited test facility so you can **BE CERTAIN** of its performance and the scope of certification.
- MANUFACTURING PROCESS AUDIT**  
The fire door manufacturers, or licensed processors are audited by a UKAS accredited certification organisation. This means you can **BE CERTAIN** that manufacturing and management processes deliver consistency in fire door production.
- REGULAR AUDITS**  
The fire door is subjected to regular scrutiny to **BE CERTAIN** that the test results are repeatable and not a one-off result.

**WHAT ARE THE BENEFITS OF THIRD-PARTY CERTIFICATION?**

- Independent evidence of fire door performance
- Compliance with regulations to give you peace of mind
- Traceability through the supply chain to access important certification information
- Confidence that your fire door will perform as designed to stop the spread of fire and smoke

Third-party certification is the only way to ensure that a fire door will perform as designed to hold back smoke and fire to save lives. The only way to **BE CERTAIN** is to **BE CERTIFIED**.

For more information on fire door third-party certification visit:  
<https://firedoors.bwf.org.uk/be-certain-be-certified/>  
or search #BeCertainBeCertified

# Marketing Campaigns

## FDSW2021 Make Time to Save Lives

We know that security and safety are high on the agenda for homeowners and renters, however, fire safety is considered less of a priority. In fact, according to our research, people are six times more likely to report a heating system issue than a fire door one, and people are twice as likely to report a toilet not flushing, or no hot water, as a fire door issue. Fire Door Safety Week aims to raise the awareness of the critical role that fire doors play in saving lives and protecting property in the unfortunate event of a fire. Make Time to Save Lives.



FDSW2021 - The Importance of Third Party Certification Makes IFSEC Global's 2021 most read articles in fire safety

## BWF 'WOW I MADE THAT' Education Programme for Schools

The BWF *Wow I Made That* education programme is a project-based learning programme designed to familiarise students with the wood and furniture industries, through engagement with a programme of structured learning. The delivery of the programme is supported by a range of programme-related resources for use by both tutors and students, designed to be delivered within existing Design and Technology curriculum for years 9 to 12.

In 2021, a targeted awareness and promotional campaign was launched to re-engage both teachers and learners with the programme.



### Campaign at a Glance



800

Teachers received email campaign to promote the programme.



178,210

People reached through the targeted Facebook campaign.



170

Downloads of the Teacher Scheme of Works resource.

9.0

## **BWF Events**

# BWF Events

## BWF Members' Week 2021

With the challenges of lockdown and COVID restrictions still preventing face to face meetings, the decision was made to move 'Members' Day' online. This new approach to the event gave us the opportunity to host a series of informative and engaging webinars throughout the week that offered something of interest to all BWF members. These webinars were attended by **300+ members**.

Tuesday 15th June	Wednesday 16th June	Thursday 17th June
<b>The Skills &amp; Training Landscape</b> Tony Batchelor, BWF Training Manager	<b>Timber Component Interactive Learning Tool</b> Tony Batchelor, BWF Training Manager	<b>Circular Economy - How the Woodworking Industry is Positioned to make a Positive Contribution</b> Kevin Underwood, BWF Technical Director
<b>Building Safety Update - How the Proposed Legal Developments Might Affect the Woodworking Industry</b> Kizzy Augustin, Russell-Cooke Solicitors	<b>The UK Economy &amp; Construction Post COVID19</b> Noble Francis, CPA	<b>Supporting Skills Development</b> CITB
<b>Is Your Business Owed a Cash or Tax Re-bate from HMRC?</b> Mathias Crespy, randdUK	<b>Personal Liabilities of Business Owners. What are They? What can I Insure?</b> PIB Insurance Brokers	<b>How to Engage a Social Audience with Creative Content</b> Speed Communications
<b>Future Homes Standard- Proposed Changes to Approved Documents L &amp; F</b> Kevin Underwood, BWF Technical Director	<b>Building a Safer Future- Fire Safety Bill &amp; Building Safety Bill</b> Kevin Underwood, BWF Technical Director	<b>BWF Member Benefits &amp; Services Update</b> Robert Allinson, BWF Membership Manager

## FDSW2021 - Make Time to Save Lives

During FDSW2021 the BWF hosted a series of webinars to support the campaign in spreading the vital message around fire door safety.



The **webinars** had over **1000** attendees throughout the week.

### Tuesday 21 September

**Introduction to Fire Doors**  
 Peter Clifton, BWF Schemes Manager

**Apartment Doorsets - The Importance of Fire & Smoke Leakage Performance**  
 Alfie Hosker, Secured by Design

### Wednesday 22 September

**Fire Door Inspections - What are the Common Problems?** Louise Halton, FDIS Scheme Manager

**The Importance of Third Party Certification**  
 Peter Barker, Warringtonfire

### Thursday 23 September

**Fire Doors in the Grenfell Tower Tragedy**  
 Kevin Underwood, BWF Technical Director

We thank our Members' Week sponsors





# BWF Events

## BWF Annual Awards 2021

The BWF Annual Awards and Dinner was held at the prestigious Kimpton Fitzroy London Hotel on the 26th November. The calibre, passion and dedication shown across all of the entries for each of the six categories was outstanding, making the judges' job of shortlisting **17 finalists** a challenging one. The thirteenth Annual Awards offered members the much needed opportunity to get together after many months of lockdown restrictions, and this was reflected in the record number of attendees – **180** - making this the largest BWF Award event to date. The evening was a resounding success and we offer congratulations to all of the entries, finalists and winners.

**We would also like to thank our judges and sponsors who gave their time and support to the event.**



### Award Winners

#### Health and Safety Awards Winner: JELD-WEN

Sponsored by Intelligent Door Solutions



#### Woodworking Project of the Year Winner: TMJ Interiors

Sponsored by FIT Show



#### Process Efficiency Award Winner: James Latham

Sponsored by PIB Insurance Brokers



#### Product Design in Wood Winner: James Latham

Sponsored by Teknos



#### BWF Rising Star Award Winner: Bradley Brooks (Brookeswood Joinery)

Sponsored by Dixon International Group



#### BWF Apprentice of the Year Winner: Harvey Coyne (The Joinery Co. (London) Ltd)

Sponsored by CITB



10.0

# Government Consultations and **Regulatory Committees**

# Government Consultations and **Regulatory Commitments**

## **Competence Steering Group (CSG)**

The Steering Group on Competence for Building a Safer Future, known as the Competence Steering Group (CSG) was set up to tackle competence shortcomings identified in the 2018 Hackitt Review - Building a Safer Future, which was published in the wake of the Grenfell Tower fire in June 2017. The CSG comprises of more than 150 institutions and associations working across construction, built environment and the fire sector.

The BWF continued its work with WG12, the working group for construction products competence, with the aim of issuing a white paper in Q2 2022. The working group has liaised with other CSG working groups to develop a coordinated approach to competence in the specification and use of construction products. It has also worked to reflect the core criteria of BSI Flex 8670 and the 867X suite of BSI PAS documents relating to competence in the built environment.

## **LEXiCON Data Dictionary** – Construction

Products Association and the Construction Innovation Hub have developed the LEXiCON methodology for developing Product Data Templates (PDT). These templates can be used to share product information in a structured, digital form. The BWF took part in a working group as part of an Ad Hoc Relevant Authority following the principles of the LEXiCON Methodology which published a PDT for doorsets in November 2021.

**Construction Products Regulation** - The BWF has been keeping abreast of the changes to the way the Construction Products are regulated in the UK following Brexit. The BWF regularly attends meetings of the Construction Leadership Council's Standardisation and Regulatory Alignment Committee.

Of particular concern has been the limitations imposed by the EU and the UK on the use of new and existing test evidence, particularly when related to AVCP (attestation and verification of constancy of performance) system 3 characteristics. These require the testing to be undertaken by an EU notified body for CE marking of products destined for the EU and NI markets or testing to be undertaken by a UK approved body for the UKCA marking of products destined for the GB market. The committee regularly updates DLUHC (the Department for Levelling Up, Housing and Communities) on issues such as gaps in the ability of UK test laboratories to undertake certain tests due to no facilities or no capacity.

**Building Safety Bill** - The BWF has been involved in the development of the Building Safety Bill and its potential effect on construction products, their testing and verification, and their installation and use.

As part of a collection of draft secondary legislation documents that will be made following Royal Assent of the Bill, published on 5th July 2021, the Government

published a draft of its Construction Products Regulations 2022. This legislation introduced the concept of risk assessments and general safety requirements for all construction products and particular requirements for a group of products that are identified as safety critical. The first two products to be identified as safety critical in the draft regulation were ACM (Aluminium Composite Material) panels and fire doors.

**Fire Safety Bill** - The Fire Safety Bill received Royal Assent and was made law on the 29th April 2021.

**Environment Bill** - The Environment Bill received Royal Assent and was made law on the 9th November 2021. The Bill received its first reading in the House of Commons on the 30th January 2020 but didn't pass to the House of Lords until its first reading there on 26th May 2021. The BWF followed the progress of the Bill through Parliament and its work in connection with the recent Act will continue into 2022.

## **Consultations**

The BWF has been involved in the consultations in England, Scotland and Wales particularly in the areas of Building Safety and Energy efficiency. To make it clearer to members what consultations had been opened and on what subjects the BWF introduced the "open consultations" page on the BWF website with the first entries notified in August 2021.

# Government Consultations and **Regulatory Commitments**

## **BWF's commitment to the sectors Regulatory and Standards Area**

On the 20th September 2021 Kevin Underwood was appointed by BSI's Standards Policy and Strategy Committee as Chair of BSI Technical Committee B/208, Stairs and Walkways. At the Construction Products Association (CPA) Technical Committee meeting held on the 22nd July 2021 Kevin Underwood was appointed as vice-chair of the committee.

BSI Committee	Committee B/208 Stairs and walkways
BSI Committee	Committee B/209/0-/10 Revision of BS 5606 Guide to accuracy in building
BSI Committee	Committee B/515 Wood preservation
BSI Committee	Committee B/538/01 Windows and doors
BSI Committee	Committee B/538/01/09 Revision of BS 8214 2008 Code of practice for fire door assemblies
BSI Committee	Committee B/538/02/05 Review of BS 4787, BS 6375-2 & DD 171
BSI Committee	Committee B/538/02/P1 Security of doors
BSI Committee	Committee B/543 Round and sawn timber

BSI Committee	Committee B/558 Sustainability of construction works
BSI Committee	Committee FSH/022 Fire resistance tests
BSI Committee	Committee FSH/022/0-/05 Fire resistance tests for doors
BSI Committee	Committee MTE/023 Woodworking machines
BSI Committee	Committee STI/028 Paint systems for non-metallic substrates
CEN Technical Committee	Committee CEN/TC 033/WG 01 "Windows and doors"
CEN Technical Committee	Committee CEN/TC 127/WG 03 "Fire Doors"
CEN Technical Committee	Committee CEN/TC 127/WG 03/ TG3 "EXAPS for Timber Fire Doors revision of EN 15269-3"

CEN Technical Committee	Committee CEN/TC 175 "Round and sawn timber"
CEN Technical Committee	Committee CEN/TC 175/WG 32 "Specific user requirements - Timber in joinery"
CEN Technical Committee	Committee CEN/TC 175/WG 37 "Specific user requirements - Timber in stairs"
Building Regulations	Part L – Energy
Building Regulations	Part Q - Enhanced security
Building Regulations	Part B - Fire Safety

This equals

**60+**

meetings

or

**180+**

hours

# BWF Audited Accounts 2021

## BRITISH WOODWORKING FEDERATION

### BALANCE SHEET


AS AT 31 DECEMBER 2021

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Intangible assets	4	1,733		2,600	
Tangible assets	5	3,481		6,461	
Investments	6	100		100	
			5,314		9,161
<b>Current assets</b>					
Debtors	7	173,791		201,083	
Investments	8	100,000		-	
Cash at bank and in hand		1,133,320		1,134,269	
		1,407,111		1,335,352	
<b>Creditors: amounts falling due within one year</b>	9	(434,305)		(488,110)	
<b>Net current assets</b>			972,806		847,242
<b>Net assets</b>			978,120		856,403
<b>Reserves</b>					
Income and expenditure account		978,120		856,403	
<b>Members' funds</b>			978,120		856,403

The directors of the company have elected not to include a copy of the income and expenditure account within the financial statements.

These financial statements have been prepared and delivered in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the board of directors and authorised for issue on 28th March 2022 and are signed on its behalf by:

  
P Bailey  
Director

Company Registration No. 05817473

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1 Accounting policies

##### Company information

British Woodworking Federation is a private company limited by guarantee incorporated in England and Wales. The registered office is The Building Centre, 26 Store Street, London, WC1E 7BT.

#### 1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' ('FRS 102') and the requirements of the Companies Act 2006 as applicable to companies subject to the small companies regime. The disclosure requirements of section 1A of FRS 102 have been applied other than where additional disclosure is required to show a true and fair view.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include certain financial instruments at fair value. The principal accounting policies adopted are set out below.

The company has taken advantage of the exemption under section 399 of the Companies Act 2006 not to prepare consolidated accounts, on the basis that the group of which this is the part qualifies as a small group. The financial statements present information about the company as an individual entity and does not include the results of FDIS Limited of which BWF owns 50% of the share capital.

#### 1.2 Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due. Income from subscriptions is included in the Income and Expenditure account in the period to which the subscription relates. Subscriptions paid in advance at the balance sheet date are deferred and shown in creditors.

Income and expenses exclude VAT where reclaimable.

#### 1.3 Intangible fixed assets other than goodwill

Intangible assets comprise the costs of creating online education modules.

Amortisation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Online Courses	6 years
----------------	---------

#### 1.4 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Office equipment & furniture	Over 3 years
------------------------------	--------------

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2021

#### 1 Accounting policies

(Continued)

#### 1.5 Fixed asset investments

Interests in subsidiaries, associates and jointly controlled entities are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in surplus or deficit.

Term bank deposits are initially measured at the sum invested.

#### 1.6 Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.7 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method. Financial assets classified as receivable within one year are not amortised.

##### Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

##### Basic financial liabilities

Basic financial liabilities, including creditors, bank loans and loans from associated companies, are initially recognised at transaction price. Financial liabilities classified as payable within one year are not amortised.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### 1.8 Taxation

The company is a mutual organisation and as such is not taxed on transactions with members. Interest income, capital gains and transactions with non members are subject to corporation tax.

# BWF Audited Accounts 2021

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

<b>1 Accounting policies</b>	<b>(Continued)</b>
<b>1.9 Employee benefits</b>	
The costs of short-term employee benefits are recognised as a liability and an expense.	
The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.	
Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.	
<b>1.10 Retirement benefits</b>	
Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.	
<b>1.11 Government grants</b>	
Grants are included in the accounts in the period to which the grant, or stage payment of the grant, relates. At the year end all conditions attaching to the income recognised had been met.	
<b>2 Judgements and key sources of estimation uncertainty</b>	
In the application of the company's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.	
The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.	
<b>3 Employees</b>	
The average monthly number of persons (including directors) employed by the company during the year was 9 (2020 - 9).	
<b>4 Intangible fixed assets</b>	<b>Online Courses</b>
	<b>£</b>
<b>Cost</b>	
At 1 January 2021 and 31 December 2021	5,200
<b>Amortisation and impairment</b>	
At 1 January 2021	2,600
Amortisation charged for the year	867
At 31 December 2021	3,467
<b>Carrying amount</b>	
At 31 December 2021	1,733
At 31 December 2020	2,600

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

<b>5 Tangible fixed assets</b>	<b>Office Equipment &amp; Furniture</b>		
	<b>£</b>		
<b>Cost</b>			
At 1 January 2021	26,631		
Additions	3,274		
At 31 December 2021	29,905		
<b>Depreciation and impairment</b>			
At 1 January 2021	20,171		
Depreciation charged in the year	6,253		
At 31 December 2021	26,424		
<b>Carrying amount</b>			
At 31 December 2021	3,481		
At 31 December 2020	6,461		
<b>6 Fixed asset investments</b>	<b>Shares in FDIS Limited</b>		
	<b>£</b>		
<b>Cost</b>			
At 1 January 2021 & 31 December 2021	100		
<b>Carrying amount</b>			
At 31 December 2021	100		
At 31 December 2020	100		
Investments are carried at cost as at the balance sheet date.			
<b>7 Debtors</b>	<b>2021</b>	<b>2020</b>	
	<b>£</b>	<b>£</b>	
<b>Amounts falling due within one year:</b>			
Trade debtors	153,042	180,446	
Amounts due from FDIS Limited	-	2,416	
Other debtors	20,749	18,221	
	173,791	201,083	
<b>8 Current asset investments</b>	<b>2021</b>	<b>2020</b>	
	<b>£</b>	<b>£</b>	
Term cash deposit	100,000	-	
At the 2021 balance sheet date the company had invested £100,000 in a two year term deposit account with an expiry date of 7th May 2023.			

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2021

<b>9 Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>	
	<b>£</b>	<b>£</b>	
Trade creditors	45,341	40,278	
Corporation tax	3,432	1,221	
Other taxation and social security	84,901	76,192	
Other creditors	300,631	370,419	
	434,305	488,110	
The company has use of a commercial card facility of £15,000 during both the current and previous year. The facility provider holds security against an equivalent value deposit.			
<b>10 Deferred income</b>	<b>2021</b>	<b>2020</b>	
	<b>£</b>	<b>£</b>	
Arising from subscriptions, exhibitions & events	291,623	358,573	
<b>11 Members' liability</b>			
The company is limited by guarantee and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding £10.			
<b>12 Audit report information</b>			
As the income statement has been omitted from the filing copy of the financial statements, the following information in relation to the audit report on the statutory financial statements is provided in accordance with s444(5B) of the Companies Act 2006:			
The auditor's report was unqualified.			
The senior statutory auditor was Katherine Dee FCA and the auditor was Begbies.			
<b>13 Financial commitments, guarantees, contingent liabilities and assets.</b>			
The office is occupied under an annual licence. A new annual licence was granted before the balance sheet date commencing on the 1st January 2022. The licence is terminable with a three month notice period creating a total minimum commitment of £5,100.			
<b>14 Related party transactions</b>			
Key management includes a director who was paid a salary at a commercial rate. At the 2021 balance sheet date the director owed the company £3,399 of a £5,096 Cycle Scheme loan.			
The company received £72,000 (2020: £32,000) from FDIS Limited for management services and wages recharges, and £500 for consultancy (2020: £1,000). The British Woodworking Federation also received a dividend of £75,000 during the year from FDIS Limited. As at the balance sheet date, trade debtors contained £22,762 due from FDIS Limited.			





BRITISH  
WOODWORKING  
FEDERATION

The Building Centre, 26 Store Street  
London, WC1E 7BT

**t:** 020 7637 2646

**e:** [bwf@bwf.org.uk](mailto:bwf@bwf.org.uk)

**w:** [bwf.org.uk](http://bwf.org.uk)

 [@BritWoodFed](https://twitter.com/BritWoodFed)

**Build it  
better with  
WOOD**