

# ANNUAL REPORT 2022

**Build it  
better with  
wood**

**bWf**  
BRITISH  
WOODWORKING  
FEDERATION

<b>1.0</b>	<b>Presidents Summary</b>	3-4
<b>2.0</b>	<b>BWF CEO Statement</b>	5-6
<b>3.0</b>	<b>BWF Governance</b>	7-8
<b>4.0</b>	<b>Membership at the Core</b>	9-12
4.1	BWF Membership	13-14
4.2	Membership Support	15-16
4.3	Public Affairs	17-18
4.4	Working together for the good of the Industry	19-20
<b>5.0</b>	<b>Marketing and PR</b>	21-22
<b>6.0</b>	<b>BWF Events</b>	23-24
<b>7.0</b>	<b>Industry Schemes and Committees</b>	25-26
<b>8.0</b>	<b>Skills and Training</b>	27-28
<b>9.0</b>	<b>Government Consultations and Regulatory Committees</b>	29-30
<b>10.0</b>	<b>Audited Accounts</b>	31-33



# BWF PRESIDENT'S SUMMARY 2022

I'm delighted to share the British Woodworking Federation's 2022 annual report, highlighting the results of the team's hard work and some of the achievements of the trade association and sector. I am hugely proud to be the President of the British Woodworking Federation and have enjoyed working with the Board and Council this last 12 months especially on setting the strategy for supporting the growth and future success of our sector, the Federation and its members.

Our industry, a supplier into the construction sector, continues to face significant challenges. At the end of 2022 the Construction Products Association (CPA) forecasted that output is anticipated to fall by 6.4% in 2022, meaning a potential economic recession could be on the cards. Not a positive outlook for the construction sector as a whole, however, in contrast, BWF members are reporting they are busy and continue to remain positive, so only time will tell as we move through 2023. We are reassured to see that markets have clearly calmed since the chaos caused by the previous Chancellor in the September 2022 Mini Budget.

We have continued to work alongside industry partners to try to address the many challenges our members are facing and the BWF team are always looking at ways of continuously raising the profile of the sector with our customers, stakeholders and government.

The Building Safety Bill received Royal Assent in 2022 becoming the **Building Safety Act 2022**, which we know will bring changes for BWF members and we are awaiting the detail in the secondary legislation. The BWF is closely monitoring the development of this legislation and we will continue to voice our members' views through government working groups and our relationship with industry bodies, such as the Office for Product Safety and Standards (OPSS), the Construction Products Association (CPA), the Construction Leadership Council (CLC) and Build UK.

Alongside building safety, our other major priority as an organisation is promoting wood as a versatile and sustainable building material. Our **Build it Better with Wood** campaign has really helped us talk about the many benefits of using wood – whether that's wood windows and doors, staircases, home furnishings or as a construction material, and this year we were invited by the Department for Environment Food and Rural Affairs (DEFRA) to join the **Timber in Construction Committee**. This is an initiative led by DEFRA to set targets for the use of **Timber in Construction** to help achieve net-zero carbon agenda. We also joined our fellow timber trade associations to work together to carry out industry research so we can launch the **Timber Industry Road Map to Net Zero** in 2023, offering tools and assets to members to help them move towards net zero carbon. As BWF President and an advocate for the use of sustainable building products, I believe that now, more than ever, we need to promote the benefits of timber to both the construction industry and the consumer audience.

The construction industry needs to recruit over 53,000 new entrants each year to maintain output and employers across the supply chain are keen to support young people to choose a career in the sector. The routes of entry into the industry can be complex and confusing and not every business is ready to take on an apprentice, but there are many other ways to reach out to the next generation. The BWF is working tirelessly towards this goal and we have many initiatives that members can become involved with, helping to drive the external profile of our sector and the opportunities available to new entrants.

The BWF already has a series of initiatives such as the **WOW I MADE THAT** schools programme which inspires students to pursue a career in woodworking. Our website education landing pages remain one of the most regularly visited areas, with over 22,000 views alone in 2022 and 50% of visits focused on our **Timber Futures** and industry **apprenticeship** pages.

We were finally able to host a face-to-face **Members' Day**, which was held at Crewe Hall in June. We had 3 main speakers and plenty of time and space for our exhibitors and members to network and socialise too. The BBQ event was a sell-out the night before, clearly demonstrating members were keen to get back to normal. The event had a variety of zones allowing members plenty of opportunities to find out about: membership, training, immersive learning (virtual training) technical and much more.

As President, it is uplifting to see the **BWF Awards** event going from strength to strength. This year we launched our new **Heritage Project of the Year Award** which recognises excellence in heritage conservation, renovation or restoration application, which was clearly the right choice, as this award received the highest level of entries across all 7 categories. We are seeing a year-on-year increase in award entries and hope to see just as many in 2023. This prestigious event provides the opportunity to raise the profile of the sector and our members and shines a spotlight on the incredible work we do. The date has been set for our **15th Annual Awards** event in 2023; the **24th November**, so make sure you save the date.

Finally, the team have many exciting plans in the pipeline over the next 12 months, with a variety of new products and services being developed for members. Watch this space for further announcements...

**BWF President**  
**David Oldfield**



# BWF CEO'S SUMMARY 2022

As I reflect on 2022, I am again incredibly proud of how the BWF team and the industry, has responded to what was another very challenging year. Who would have thought in 2022 we would witness several historic events.

In late February, we witnessed Russia invading Ukraine and the atrocities that followed. The impact presented a bleak outcome for the people of Ukraine and our sector, with materials becoming harder to source and exacerbating the energy supply crisis that the country already faced. We welcomed the **Energy Bill Relief Scheme** in September and the new **Energy Bills Discount Scheme** (EBDS) early in 2023 and can only hope energy costs reduce through 2023.

June was filled with jubilation and jocularly as the country celebrated 70 years of the Queen's Reign; the Platinum Jubilee. We never anticipated just a few months later, we would be plunged into sadness with the passing of our Queen in September and the formal period of mourning which followed.

This impacted on the original dates for the **Fire Door Safety Week Campaign**, which moved to the last week in October. The campaign – **Shut the Door on Fire** - had a reach of over 8 million. A highlight of the campaign was to receive a formal request from the Home Office for confirmation of 2023 campaign dates, so that our Fire Door Safety Week campaign can be officially added to the **Fire Kills Campaign** calendar. This gives huge kudos to the BWF and plans are already in place for the 2023 campaign.

At the BWF, we work closely alongside industry partners and are always looking at ways to continuously raise the profile of the sector with government and the relevant departments.

**The Building Safety Act** came into force in 2022 and, whilst awaiting secondary legislation which is due in 2023, **The Department for Levelling Up, Housing and Communities (DLUHC)** launched a national consultation in late December 2022. This includes a requirement for sprinklers in care homes, the removal of national classifications from Approved Document B and a recommendation for a maximum height threshold for single staircases blocks of flats.

It became apparent that the recommendations made by DLUHC will impact on members who produce fire doors tested under the British Standard System (BS 476 series). The consultation was due to close on 17th March 2023 and the BWF submitted their response after several consultations with members.

We launched our **Living up to the Standard on Fire Doors Report** as part of the **Be Certain Be Certified Campaign**. This report explored current attitudes towards third-party certification of fire doors, the scale of the misunderstanding and confusion, as well as responsibilities under the Building Safety Act. On 9th December, the DLUHC confirmed the extension to the period for which **CE marking** will still be accepted for construction products placed on the GB market to the 30 June 2025. A relief to the industry.

Our work in the regulatory arena is ongoing, with the Government looking to implement many changes within the built environment. To help members keep abreast of consultations and amendments to regulations, we launched the **New Open Consultations** page on the BWF website. We have met regularly with DLUHC representatives regarding proposed changes to **Approved Document L** and **Approved Document K**, with the work continuing into 2023.

Our political and policy contact programme during 2022 has helped the British Woodworking Federation 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 the Government. This continues to keep the BWF ahead of the curve and able to "cut through" the noise to effectively deliver key messages and continue to build a powerful coalition of political and Parliamentary support.

Keeping members up to date is a priority for the BWF team. We have our monthly **Join In Newsletter**, the monthly **Technical Bulletin, Skills and Training Update** and this year launched the **Health and Safety Bulletin**. The Health and Safety Executive (HSE) targeted the woodworking and joinery sector throughout 2022 and, since their campaign started in April, they visited over 1000 manufactures and issued 450+ enforcement notices. We know that our industry will remain a focus in 2023 too, so the regular update will help members keep up to date with their duties as an employer and avoid receiving costly enforcement notices. As a member of the **Wood Safety Group**, administered by the HSE, we will continue to represent our members and disseminate information back.

We have made significant changes to the **member dashboard area** of the website in 2022, which provides members with a simple way to access the **bulletins, guidance documents, templates, dates of events/meetings**, access to **free online learning courses** and much more.

Attracting new entrants and developing the skills of our current and future workforce is one of our biggest industry priorities and remains one of my personal goals as CEO of the BWF. We need to look at new ways to attract and develop talent and increase the competence levels in our sector. We are in competition with other innovative sectors, so we need to use our collective voice to champion the industry and find other ways to reach out to the next generation.

The BWF is working tirelessly towards this goal and already has a series of initiatives such as the **WOW I MADE THAT** schools programme which continues to provide information about our industry to students and teachers. We have launched our **Timber Component Interactive Learning Tools (ILT)** modules for the **installation of fire doors, stairs and windows** and the **Becoming a Licensed Door Processor** E-learning Course, all adding to the number of free learning opportunities for members and their employees. If you haven't explored these resources, please do, especially the Timber Component Interactive Modules, which are a new and innovative way of providing training and **Continuous Professional Development (CPD)** opportunities.

**Technical and business support** remains one of the most utilised benefits of membership to the BWF. The team have been delighted to restart our **Code of Conduct and Stair Scheme Audit** schedule and enjoyed carrying out the audits face to face at members premises. The BWF team are passionate and dedicated to delivering a quality service to our membership and the team always **"place members are the heart of what we do"**. We issued the outcome of the **Member Satisfaction Survey** to members in early 2022. In the survey, 82% of members cited they were satisfied, very satisfied or extremely satisfied with their membership of the BWF... I am tremendously proud of this and we shall continue to strive to improve our services to try to push it up further (maybe one day to 100%).

We have proved we are strong, united, and resilient, and can adapt to the many challenges thrown at us. The BWF Team, the BWF Executive Board and BWF Council dedicate their time to attend various meetings and help in setting the strategy of the trade association to help members navigate these challenges. They are passionate about our industry and are fundamental in driving the BWF forward on behalf of the membership. This year we had 2 new members join the Council; Scott Peden from Two Twenty and Amarjit Binji from AJB Group which strengthens the governance of the BWF.

Finally, the BWF team are always on hand to help and guide members no matter how small, or large, the query or request is. I would encourage you to think of the BWF as your **first port of call**, regardless of the issue, we are here for you.

**BWF CEO**  
Helen Hewitt



# BWF GOVERNANCE 2022

## BWF EXECUTIVE BOARD

Member Type	Name	Company Name
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	Stephen Wright	George Barnsdale & Sons Ltd
Chief Executive / Executive Director / Secretary	Helen Hewitt	British Woodworking Federation

The BWF Executive Board would like to extend their thanks to Sean Parnaby – West Port Timber Windows and Doors Ltd - who stepped down from the BWF Board in 2022. Sean Parnaby was a key member of the BWF Board and Council for over 7 years and President of the BWF 2017 – 2019 and helped shape the strategy of the Trade Association and the industry Schemes.

## BWF COUNCIL

Member Type	Name	Company Name
Chairman	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	Amarjit Binji	AJB Group
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 Crosby
Ordinary Member of the Council	Scott Peden	Two Twenty

We welcomed 2 new Council Members; Amarjit Binji from AJB Group representing window and door manufacturers and Scott Peden from Two Twenty representing staircase manufacturing. We say goodbye to Ian Purkis as an Honorary Life Member and Jonathan Bowers from MWC Holdings. The BWF Executive Board would like to thank both Ian and Jonathan for their time and commitment to the BWF and the woodworking sector.

# MEMBERSHIP AT THE CORE

## VISION

To be the leading Trade Association for Woodworking and Joinery Manufacturing in the UK. By offering exceptional support to our members and being listened to by Government. We work hard to ensure our industry has full growth potential and is respected by the wider business community and supply chain.

## OUR TEAM VALUES



### MEMBERSHIP VALUE

Deepen membership engagement.



### BUILDING A SUCCESSFUL FUTURE

Establish a business environment that is conducive to the long-term prosperity of the woodworking industry in the UK.



### GOVERNMENT INFLUENCE

To maintain and strengthen our relationships with Government to articulate the industry's needs in a changing business and built environment.



### SKILLS & TALENT DEVELOPMENT

Engage with members to address their business requirements to attract, train and retain skilled individuals.

### GOALS

- Position the BWF as the authoritative voice for the industry.
- Ensure that members engage with the BWF as their first port of call for business support.
- Offer a comprehensive suite of services and benefits that support members to operate efficiently within the relevant industry frameworks.
- Ensure that services and benefits are aligned with changing business needs to encourage member retention and engagement.

### GOALS

- Position the BWF Code of Conduct as a benchmark that enables members to fulfil their obligations within the industry legal framework.
- Ensure members are aware of their responsibilities in the key areas impacting their businesses, such as H&S, HR, legal, training and technical.
- Safeguarding member businesses against the impacts of business-critical developments.

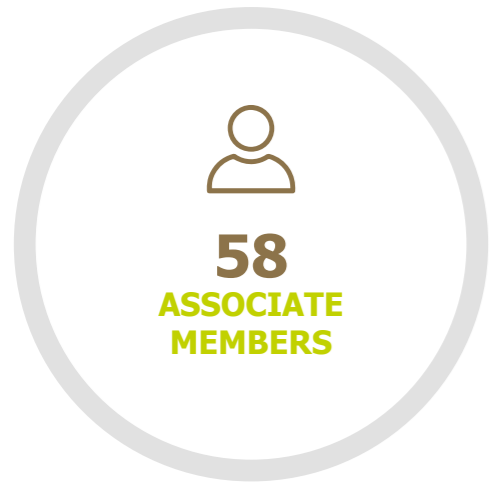
### GOALS

- To strengthen BWF's relationships that influence advisors to government departments.
- To ensure that members' needs and concerns are represented.
- To establish BWF market data as a credible resource for member, Government and industry-wide campaigns.

### GOALS

- Profile our sector as sustainable and progressive with diverse, challenging and attractive career opportunities.
- Position the BWF as the authoritative voice in supporting the development of fit-for-purpose training and sector qualifications.
- Ensure that routes into our sector are clear and achievable through collaboration with education providers and industry partners.
- Ensure that the available skills and training provision meets the changing needs of our members.

A COMMUNITY OF 500+ MEMBERS



**IN 2022, THE BWF INITIATED A MEMBER ACQUISITION PROGRAMME WHICH WILL RUN THROUGH 2023.**

This **nurture campaign** aims to highlight the range of support services, networking opportunities and benefits available to businesses, through the BWF community. This campaign is aligned to updates and developments within the Membership pages of the website, which have sought to clearly present our membership proposition and improve the user experience. This campaign underpins the strategy to deepen engagement with members and to deliver valuable business support services that increase the profile of the sector and its membership.

**CODE OF CONDUCT**

As a result of the COVID-19 pandemic, we took the practical decision to postpone all BWF Code of Conduct activities, as we felt that members had more immediate issues to deal with. With businesses and travel returning to some semblance of normality, member Code of Conduct audit visits resumed in 2022.

The Code of Conduct continues to be central to the work of the BWF and reflects the standards of professional conduct, quality, and service that all members have committed to achieve. The Code of Conduct benchmarks members against industry best practice and gives consumers the confidence that members are working to these high professional standards.

The BWF Connect auditing platform is under development and will form the basis for online Code of Conduct re-audits of existing members. The platform will be an efficient and intuitive opportunity for members to complete self-assessment audits through the member's area of the website. Self-assessment submissions will be thoroughly followed up to assist members in addressing any issues identified and will be further supported by site visits as required.



**31**

**NEW MEMBER CODE AUDITS**



**1**

**NEW PLATFORM UNDER DEVELOPMENT**



**20**

**COMBINED CODE OF CONDUCT RE-AUDITS AND STAIR SCHEME AUDITS UNDERTAKEN**

# BWF MEMBERSHIP SUPPORT

## SUPPORTING MEMBERS – FIRST PORT OF CALL FOR BUSINESS SUPPORT AND ADVICE

Throughout 2022, the BWF supported 87 members with specific enquiries relating to HR, H&S, Legal/Contractual and general business support services, each enquiry approx. 60 mins – **over 87 hours of support. 42%** of these interventions resulted in a referral to, or guidance from, a BWF member helpline or partner.



The BWF also responded to **92** queries from non-member businesses or members of the public.

**68%** of these enquiries were directed to 'Find a BWF Member'.

The remaining **32%** were directed to various BWF resources including Best Practice Guides, BWF education and training resources or to BWF partners.

## TECHNICAL ENQUIRY DATA



## MOST COMMON ENQUIRIES

- 1 STAIRS
- 2 FIRE DOORS & CERTIFICATION
- 3 U VALVES
- 4 GLASS AND GLAZING

- 5 TIMBER AND JOINERY
- 6 TIMBER STANDARDS
- 7 PAS 24/PART Q

## BWF WEBSITE

In 2022 the member's area of the website was reviewed and refreshed to provide a more accessible area of the website that made it easy to access and consume member-only content, benefits and services. The modernised layout makes better use of new web technologies and, importantly, offers members a mobile optimised experience to ensure accessibility across whatever device they are browsing the site from. New functionality, including an intuitive dashboard, has been added to the member's area to allow the BWF team to flag new contents via a notification setting, ensuring members don't miss any key updates.

**202,642**  
PAGE VIEWS

**68,337**  
USERS

**86,961**  
SESSIONS

## TOP 5 PAGES

  
HOME PAGE

  
GLOSSARY OF  
WOODWORKING TERMS

  
EDUCATION - FIND  
A COURSE

  
EDUCATION - NEW ENTRANTS  
IN WOODWORKING APPRENTICES

  
FIND A MEMBER

## BWF MEMBER UPDATES – TOTALS 19K EMAILS

  
**10**  
MEMBER  
JOINED IN  
NEWSLETTERS

  
**12**  
TECHNICAL  
UPDATES

  
**7**  
HEALTH &  
SAFETY  
UPDATES

  
**12**  
TECHNICAL  
DROP IN  
WEBINARS



# GOVERNMENT INFLUENCE, A SUMMARY OF PUBLIC AFFAIRS & CAMPAIGNS

2022 presented challenges and opportunities for the BWF at a political and policy level. This included ensuring its key messages on construction product testing were referenced in the Building Safety Bill (now Act) during Commons Remaining Stages debates and in the Bill's passage through the House of Lords.

We continued to expand a coalition of Parliamentary support, building relationships with the new Government Departments and Parliamentarians following the various reshuffles in Summer and Autumn 2022. We rebutted negative perceptions of timber and timber products, ensuring that the BWF's key messages on improving construction product testing and inspection, and fire safety issues was heard. We continued to address concerns regarding the construction skills and competence gap and promote sustainable construction by **building it better with wood**.

## OUR KEY MESSAGING:



**SUPPORT THE DEVELOPMENT OF A NEW BUILDING AND FIRE SAFETY REGULATORY SYSTEM THAT HAS FIRE AND BUILDING SAFETY AT ITS CORE.**



**DEMONSTRATE THAT TIMBER PRODUCTS ARE SAFE, BY HIGHLIGHTING THE POSITIVE PERFORMANCE OF TIMBER CONSTRUCTION PRODUCTS (INCLUDING FIRE DOORS) IN RECENT TESTING.**



**POSITION TIMBER AS THE SUSTAINABLE PRODUCT OF CHOICE IN THE CONSTRUCTION INDUSTRY IN THE NEW POST-BREXIT AND PANDEMIC ECONOMY.**

## 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, FIT-FOR-PURPOSE, 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.**



**IMPROVING THE SUSTAINABILITY OF CONSTRUCTION BY BUILDING IT BETTER WITH WOOD.**

## POLICY INFLUENCING

The BWF made good progress influencing the policy debate on building and fire safety and on construction product testing in 2022. Our policy positions on competence and skills, and on product testing were referenced on the floors of the House of Lords and Commons by supportive Parliamentarians: Margaret Ferrier MP (Independent) during the Commons Remaining Stages debate of the Building Safety Bill in January 2022. Lord Stunell (Liberal Democrat) during a Lords Committee Stage debate on the Building Safety Bill in March 2022.

The political contact programme has enabled the BWF to participate in the policy debate on building and fire safety and to engage with the Government on the Building Safety Act, construction product testing, competence and skills, and on fire door safety policy issues. Briefing papers on the Building Safety Act and timber fire doors were shared with new high-level Ministerial and Special Adviser contacts at the Department for Business Energy and Industrial Strategy (BEIS) and the Department for Levelling Up Housing and Communities (DLUHC) following the reshuffles in Summer and Autumn 2022.

The BWF has been working with the Office for Product Safety and Standards (OPSS), who were appointed as the new National Regulator for Construction Products. We have been working with the OPSS through 2022 to help them understand and develop their operational approach for their enforcement officers, and to help them understand the regulations, standards, certification schemes and data available for timber fire doors and inspection schemes.

**21**

MEETINGS WITH MPS

**57+**

HOURS OF FACE-TO-FACE TIME WITH PARLIAMENTARIANS AND GOVERNMENT OFFICIALS

**5**

MENTIONS FOR THE BWF IN THE HOUSE OF LORDS

# WORKING TOGETHER FOR THE GOOD OF THE INDUSTRY

The products manufactured by BWF members are among many in the construction supply chain, so it is essential that the BWF remains engaged with a number of industry partners and supply chain groups to ensure that members' voices are heard and championed.



Build UK represents over 40% of UK construction. By bringing together Clients, Main Contractors, Trade Associations representing over 11,500 Specialist Contractors, and other organisations committed to industry collaboration, Build UK represents in excess of 40% of UK construction.

Build UK has three strategic priorities:

**Improving Business Performance** - Developing a collaborative supply chain that takes responsibility for the delivery and performance of projects.

Present business models that deliver improved performance and manage risk through the supply chain.

- **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 practise
- **Delivering Zero Retentions** – Fair and transparent payment practises 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 projects

**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 **Competence Steering Group (CSG) - Working Group 2 – Installers**.



## CONSTRUCTION PRODUCTS ASSOCIATION

The Construction Products Association (CPA) is the leading organisation representing construction product manufacturers and suppliers across the whole supply chain. According to the CPA, their membership directly provides jobs for 382,500 people across 23,949 companies and has an annual turnover of £62.5 billion.

Working with the CPA, we are able to ensure that BWF member's views are represented when developing policy positions and industry viewpoints.

- BWF membership represented on the **Trade Association Council**.
- BWF membership represented on the **Sustainability Policy Group**.
- BWF membership represented on the **Technical Committee**.
- Access to the CPA - Construction Industry Forecasts and the State of Trade Surveys. The Construction Industry Forecasts provide information across 3 industry sectors, including house building, roads, rail, offices, schools and hospitals. The forecasts are published quarterly and issued to members to provide insight into the sectors we supply.

## WOOD SAFETY GROUP (WSG).

A group comprising Trade Associations representing the timber and timber manufacturing sector. The Secretariat is provided by the Health and Safety Executive (HSE). The Committee meets 3 times a year to discuss health and safety practices and issues facing the timber industry. Following on from alarming data presented to the group from the HSE inspections carried out between April and August, the group issued an **Urgent Sector Update** in October 2022.

## CONSTRUCTION LEADERSHIP COUNCIL (CLC) PRODUCT AVAILABILITY GROUP.

The BWF has a regular place on this group, which meets monthly with a representative from BEIS to continue to respond to construction related issues.

## TIMBER IN CONSTRUCTION POLICY ROAD MAP (TIC).

A working group which sits within the Department for Environmental Food and Rural Affairs (DEFRA), tasked with developing a Timber in Construction Policy Road Map. The committee membership is representative of the timber supply chain, with areas of focus being the UK timber supply, timber and embodied carbon, building safety and designing with timber, timber demand, and competency and skills. The work on the policy road map will continue in 2023.

## THE TIMBER INDUSTRY ROAD MAP TO NET ZERO.

A pan industry project to map out how the Timber Industry will progress towards Net Zero, and what that journey looks like. Members took part in submitting data during the research phase to be used to create the Net Zero Road map and develop a benchmarking methodology to run alongside the roadmap. The Timber Industry Net Zero Road Map was launched early January 2023

## PASSIVE FIRE PROTECTION FORUM (PFPF).

A forum established to review and relaunch the PFPF guide for undertaking technical assessments of fire performance of construction products based on fire test evidence.

## FIRESTOPPING SPECIALIST SECTOR GROUP (FSSG).







A working group responsible for developing and overseeing implementation of the competence framework for the appropriate occupations within the firestopping sector in line with the principles set out by Working Group 2 in the Setting the Bar Report.

## WHO ELSE DO THE BWF WORK WITH?



# MARKETING AND PR

## KEY COVERAGE WAS GAINED IN THE FOLLOWING AREAS:

-  **Fire Door Safety Week - Close the Door on Fire**
-  **Why you Should Choose Timber for your Heritage Window Frames**
-  **BWF Champion Apprenticeships in new Campaign**
-  **BWF Awards - Winners Announced**
-  **BWF Fire Door Alliance – Almost a Third Responsible for Fire Doors don't Understand Fire Door Responsibility under Building Safety Act**
-  **Steps to Balancing Safety and Aesthetics**



**BWF TWITTER**

**45K** IMPRESSIONS

**1370** LIKES AND RETWEETS



**BWF LINKEDIN**

**106K** IMPRESSIONS

**2769** LIKES AND RETWEETS



**27**

THOUGHT LEADERSHIP ARTICLES SECURED



**18**

PIECES OF PRINT MEDIA



**156**

PIECES OF ONLINE MEDIA



**174**

PIECES OF MEDIA COVERAGE WERE SECURED THROUGHOUT 2022. COMBINED AUDIENCE REACH OF OVER 4 MILLION

## APPRENTICESHIP CAMPAIGN FEBRUARY - APRIL 2022 'OUR INDUSTRY'S NEXT GENERATION'

The BWF Apprenticeship campaign aimed to highlight the opportunities, diverse roles and career paths that exist within the woodworking and joinery sector and can be achieved via an apprenticeship.

The campaign brought to life the benefits of an apprenticeship in the sector through BWF member videos and written case studies. Six videos were produced showcasing apprentices to generate engagement on social media and drive traffic to the BWF's website.



**460**

VIEWS OF THE EDUCATION PAGES OF THE BWF WEBSITE



**105**

VIEWS OF THE CAMPAIGN LANDING PAGE



**3,537**

IMPRESSIONS ON LINKEDIN



**28**

PIECES OF MEDIA COVERAGE WITH A COMBINED AUDIENCE REACH OF 323,288



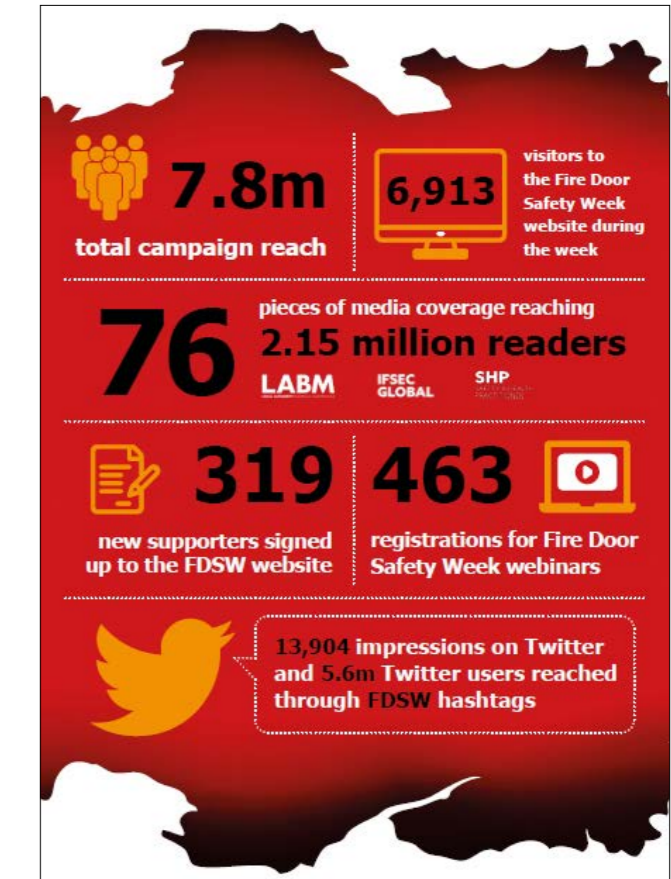
**1,636**

IMPRESSIONS ON TWITTER

## FDSW: 31ST SEPTEMBER – 4TH OCTOBER 2022 CLOSE THE DOOR ON FIRE

New research conducted to support FDSW22 found that a third of people wouldn't report fire door safety issues, even if they had witnessed them first hand. This research also concluded that a perceived lack of personal repercussion was one of the main reasons for not reporting.

FDSW22 used social and digital media, press release, website and a series of webinars to spread the important message of fire door safety to 8 million people. The campaign was impacted by the very sad passing Queen Elizabeth 11, resulting in a last minute re-schedule, however, we still saw very high levels of engagement from key supporters including HM Prison Services, The Home Office, NFCC, local fire brigades, housing associations and the general public.





# BWF EVENTS

## BWF MEMBERS' DAY 2022

With the lockdown restrictions finally lifted, BWF Members' Day 2022 took place as a face-to-face meeting on Tuesday 21st June at the fabulous Crewe Hall in Cheshire. Over 100 Members enjoyed a day of networking with our exhibitors, sponsors and the BWF Team as well as attending interesting and informative industry updates from our panel of speakers:

H&S Legal Update – what the woodworking sector need to know in 2022 - **Kizzy Augustin, Health and Safety Partner, Mishcon de Reya, London**

CE or what is it to be? – That is the question post BREXIT – **Mark Barsby, BSI**

Insights from ASBPs work on EPDs, embodied carbon and reducing plastics in construction – **Katherine Adams, ASBP**

Members' Day 2022 also offered the opportunity for members to showcase their skills by dropping into our immersive learning zone and trying their hand on a virtual reality paint spraying or wood cutting training tool, kindly brought to us by CITB and the Construction Wales Innovation Centre.

We thank our Members' Day sponsors.



## FDSW: 31ST SEPTEMBER – 4TH OCTOBER 2022 CLOSE THE DOOR ON FIRE WEBINAR SERIES

To support FDSW22, a series of webinars were run to help spread the important campaign messages. The webinars were attended by over 350 delegates during the week.

### FDSW22 WEBINAR PROGRAMME:

 **FIRE DOORS - THE COMMON PROBLEMS FOUND WHEN CARRYING OUT INSPECTIONS**  
Andrew Sayer - Lead Assessor for Fire Door Inspection Scheme (FDIS)

 **SMOKE CONTROL DOORS**  
Jim Kelly, Chairman, IFSA and David Cooper, Director of Product Evaluation, Kiwa IFC Ltd

 **FIRE DOOR TESTING AND CERTIFICATION**  
Kevin Underwood, BWF Technical Director

## BWF ANNUAL AWARDS 2022

The BWF Annual Awards and Dinner returned to the prestigious Kimpton Fitzroy London Hotel on the 25th of November for an evening of fun and celebration. The introduction of the new 'Heritage Project of the Year Award' saw the total number of entries rise considerably, making the judges' job of shortlisting 19 finalists from 7 categories a challenging one.

The fourteenth BWF Annual Awards once again attracted a record number of bookings, and despite the challenges of a schedule clash with the World Cup and train strikes, the evening was a resounding success.

The success of the BWF Annual Awards is largely attributed to the number of high-quality entries that we receive in each of the award categories. We encourage all Members to consider entering the 15th Annual Awards in 2023.

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.



### BWF PROCESS AND RESOURCE EFFICIENCY AWARD

Winner The Sash Window Workshop Sponsored by Teknos



### BWF INNOVATION IN DESIGN AWARD

Winner Valdi Ltd Sponsored by Anker Stuy Coatings



### BWF HERITAGE PROJECT OF THE YEAR AWARD

Winner Gowercroft Joinery Ltd Sponsored by Remmers (UK) Ltd



### BWF WOODWORKING PROJECT OF THE YEAR AWARD

Winner Precision Made Joinery Sponsored by National Timber Group



### BWF RISING STAR AWARD

Winner Jamie Dixon (ERW Joinery Ltd) Sponsored by CITB



### BWF APPRENTICE OF THE YEAR

Winner Aidan Taylor (TMJ Interiors Ltd) Sponsored by Lorient



### BWF HEALTH AND SAFETY CERTIFICATE OF COMMENDATION

Winner Nigel Barber (R Moulding & Co) Sponsored by PIB Insurance Brokers

# ANNUAL REPORT 2022 - 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. To join a Scheme, a business has to be an existing member of the BWF.



## THE BWF FIRE DOOR ALLIANCE

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, sell certified products, or offer relevant services to member companies.

### The scheme at a glance:



**105** MEMBERS



**68** LICENSED DOOR PROCESSORS



**13** PRIME DOOR MANUFACTURERS



**24** SUPPLIER MEMBERS

### NEW BWF FIRE DOOR ALLIANCE MEMBER CERTIFIED TIMBER FIRE DOORS ON THE MARKET IN 2022.

The first half of 2022 was stable for members, however, with the ongoing challenges in the economy we did see numbers start to slow towards the end of 2022 resulting in a reduction of 5% certified doors placed on the market compared to 2021. We estimate that over **2.3 million** BWF Fire Door Alliance member certified fire doors were placed on the market in 2022. 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 is representative of the scheme and the scheme membership.

The Advisory Committee met 4 times in 2022  
The Marketing Committee met 3 times in 2022

### BWF FIRE DOOR ALLIANCE – BE CERTAIN, BE CERTIFIED

“Third-party certification provides robust proof of performance and traceability of a fire door’s components, its manufacture and journey through the supply chain. Despite this, there is still no mandatory requirement under Building Regulations for the use of third-party certified fire doors, despite the essential role fire doors in protecting building occupants from the spread of smoke and fire”



Helen Hewitt, BWF CEO

In July 2022, the BWF Fire Door Alliance used independent research and data to inform the creation of the ‘Living up to the Standard on Fire Doors’ report. The report explored current attitudes towards fire door third-party certification, the scale of the misunderstanding and confusion, as well as responsibilities with regard to the Building Safety Act. A multichannel approach launched the report to key target audiences, this included:

- A campaign launch press release.
- Proactive thought leadership outreach to targeted publications.
- A sponsored LinkedIn campaign to drive visitors to the Be Certain, Be Certified website & downloads of the report.



FDA TWITTER

**10K**

IMPRESSIONS

**168**

LIKES AND RETWEETS



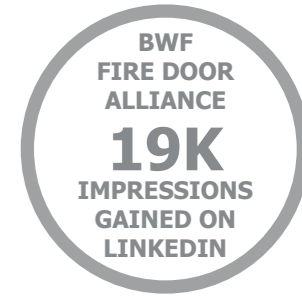
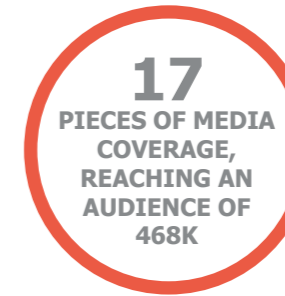
FDA LINKEDIN

**12K**

IMPRESSIONS

**364**

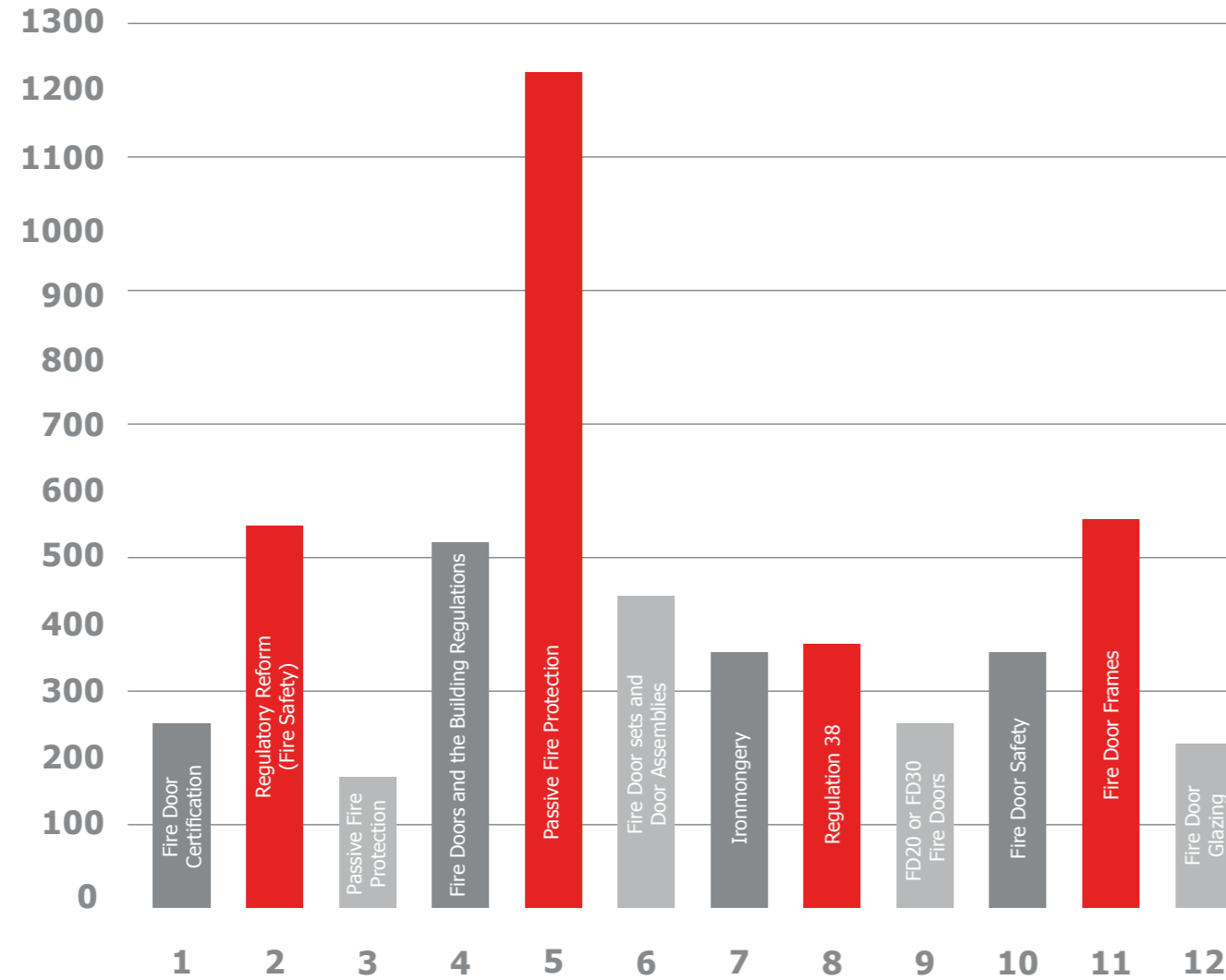
LIKES AND RETWEETS





# FACT CARDS DOWNLOADS

TOTAL NUMBER OF DOWNLOADS  
**13,795**



## BWF STAIR SCHEME

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 audited every two years 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.

### DOWNLOADS - FROM THE BWF WEBSITE

↓ **87**

BWF STAIR DESIGN GUIDES FOR DOMESTIC AND COMMON TIMBER STAIRS

↓ **21**

BWF STAIR INSTALLATION GUIDE

### THE SCHEME AT A GLANCE:



**21**  
ACCREDITED MANUFACTURING MEMBERS



**23**  
MEMBERS



**2**  
SUPPLIER MEMBERS

Working Group set up to focus on the current Department for Levelling up, House and Communities (DLUHC) recommended changes to Approved Document K. 20 Stair Scheme members received a face-to-face visit and Scheme Audit in 2022, the last audit will take place in 2023.

“ We would like to thank **all members** who participated in the BWF Scheme’s Committee and Sub Committee meetings during 2022 - Your **contribution** and **ongoing support** was **invaluable** in driving the agenda forward. ”

# ANNUAL REPORT 2022

## SKILLS AND TALENT DEVELOPMENT

This has been a difficult year for recruitment and retention of staff, not just for the woodworking and joinery manufacturing sector, but across all industries throughout the UK. In response to this challenge, we continue to work on initiatives that promote the industry and the rewarding career opportunities on offer, while working with training providers at all levels on the development and provision of apprenticeships, traineeships and T Levels to help build a talent pool prepared for work in our sector.

For those already working, the continuing development of knowledge and skills remains a focus. Along with the WIT Forum, we have worked closely with training and funding providers to support continuing development and support career progression through the provision of relevant training. We have signposted training enquiries to providers across the UK and linked eligible members with funding providers where possible and where eligibility criteria are met.

### RECRUITING TALENT

#### APPRENTICESHIPS

Continuing our work on opportunities for new entrants to the sector we have maintained our active contribution to the provision of apprenticeships.

In supporting the provision of apprenticeships and to continue the work on developing the skills and competency of individuals installing fire doors, we have partnered with the Awarding Organisation City and Guilds to include a new unit; **Level 3 in Fire Door Safety Award** as a mandatory unit in the Level 3 Advanced Carpentry and Joinery Apprenticeship. The qualification will be live in 2023 and any learner completing their apprenticeship will be issued with a joint City and Guilds and BWF certificate.

New to the apprenticeship provision will be the Historic Buildings Apprenticeship. Set at level 5, this apprenticeship is intended to develop the knowledge and skills of highly skilled trades in the construction and heritage sector. BWF is part of the trailblazer group tasked with developing this apprenticeship, which has now moved onto setting the end point assessment criteria.



#### FINDING TALENT

High among the priorities of our members is sourcing and attracting talent. We continue to support and work with our stakeholders on sector-specific platforms, such as the CITB Talentview, Go Construct and the CLC Talent Retention Scheme websites.

We signposted 28 members to these platforms throughout 2022.

#### ENGAGING WITH THE TRAINING PROVIDER NETWORK

We have 16 registered training providers to help members with their training requirements and have 35 different training courses on offer for members.

Throughout 2022, we received 97 enquiries which led to 212 referrals to our registered training providers.

Training enquiries most popular courses taken



#### SAFE USE OF WOODWORKING MACHINERY



#### AUTOCAD (BEGINNER AND INTERMEDIATE COURSES)



#### NVQ L2 DIPLOMA IN WOOD OCCUPATIONS – PASSIVE FIRE PROTECTION



#### SAFE USE OF WOODWORKING MACHINERY



#### SAFE USE OF WOODWORKING PORTABLE POWER TOOLS

### BWF TRAINING AND COURSES

#### FIRE DOOR INSTALLATION AWARENESS COURSE

The BWF's partnership with the National Open College Network (NOCN) has seen an increase in provision of the Fire Door Installation Awareness Course. Aimed at individuals with a need to improve their knowledge and awareness of the installation of fire door assemblies and doorsets, the 2-day course can be delivered either as part of a Site Carpentry and Joinery Apprenticeship or as a standalone course.

**21** approved training providers in 2022 | **733** certificated learners = 10,262 hours of learning

**BWF Suite of E-Learning Courses** - The BWF continues to develop and grow our suite of online learning and launched a new E-Learning course in 2022, the **Becoming a Certified Licensed Door Processor Course**. It is aimed at employees and businesses who are applying to be or are already registered as certified licensed door processors. This is a valuable course for anyone in this specialised field of work.

#### E-LEARNING IN NUMBERS

Fire Door Awareness – 329 registrations in 2022  
Becoming a Certified Licensed Door Processor – 98 member only registrations in 2022

Our E-Learning courses are accredited by the CPD Certification Service allowing individuals to use the successful completion of these courses towards their Continuing Professional Development (CPD)

The development of further E-Learning courses will continue into 2023, with the addition of a module focussing on an overview of stairs, their design, manufacture and installation.

In 2022, we also launched our Interactive Learning Tools, a platform for learning that uses gaming technology to place the learner in the room for the installation of timber fire doors, timber stairs or timber windows. Through these online interactive tools, learners are able to see, from different angles, how wood components are installed, giving them a perspective not otherwise seen in an online learning course.

# 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.

The BWF continued its work with the CSG (WG12), the working group for construction products competence and a white paper was launched in September 2022. "Built environment – proposed construction product competence standard" set out how the entire built environment sector can unite behind a single, agreed standard to determine, demonstrate and recognise construction product competence (CPC). The proposals are being published now to allow everyone in the built environment sector to review and consider how to apply them in their industry.

**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.

**Building Safety Bill** received Royal assent and became the **Building Safety Act 2022**. The BWF and its members are awaiting secondary legislation which is due in 2023. The Department for Levelling Up, Housing and Communities (DLUHC) launched a national consultation on the 23rd December 2022 – Sprinklers in care homes, removal of national classifications from Approved Document B and recommend a maximum height threshold for use of one staircase in a block of flats. This consultation will have a direct impact on BWF members who produce fire doors that are tested under the British Standard System (BS 476 series).

## CONSULTATIONS

The BWF has been involved in various building regulations consultations affecting England, Scotland and Wales. To highlight relevant, industry consultations the BWF regularly updates the "Open Consultations" page on the BWF website.

Consultations the BWF have contributed to

- PART L** (2025 CHANGES FOR FUTURE HOMES STANDARD NEW CONSULTATION AD EXPECTED IN "THE SPRING")
- PART Q** (INPUT TO DRAFT OF AMENDED AD Q WITH HOME OFFICE BUT THIS HAS BEEN DELAYED. WE'RE WAITING FOR THE LAUNCH OF A CONSULTATION ON A NEW AD)
- PART B** (CURRENT CONSULTATION ON NATIONAL CLASSIFICATIONS)
- PART K** (BRAC WORKING GROUP LOOKING AT INTRODUCING RECOMMENDATIONS FROM BS 5395-1 TO IMPROVE STAIR SAFETY IN DWELLINGS)

## BWF'S COMMITMENT TO THE SECTOR'S REGULATORY AND STANDARDS AREA

The BWF remains committed to the work on regulatory standards and, as such, are active on many committees.

List of active committees the BWF attended in 2022:

Kevin Underwood is Chair of BSI Technical Committees B/538/1, Windows and doors, B/208, Stairs and Walkways and B/543, Round and sawn timber.

Kevin Underwood is the Vice-Chair of the Construction Products Association (CPA) Technical 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 work
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



OR



# AUDITED ACCOUNTS 2022

BRITISH WOODWORKING FEDERATION

INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	2022 £	2021 £
Income		1,016,224	1,022,565
Administrative expenses		(1,055,174)	(972,605)
<b>Operating (deficit)/surplus</b>	<b>3</b>	<b>(38,950)</b>	<b>49,960</b>
Interest receivable and similar income	<b>5</b>	878	75,190
<b>(Deficit)/surplus before taxation</b>		<b>(38,072)</b>	<b>125,150</b>
Tax on (deficit)/surplus		(4,395)	(3,433)
<b>(Deficit)/surplus for the financial year</b>		<b>(42,467)</b>	<b>121,717</b>

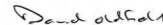
BRITISH WOODWORKING FEDERATION

BALANCE SHEET  
AS AT 31 DECEMBER 2022

	Notes	2022 £	2021 £
<b>Fixed assets</b>			
Intangible assets	<b>6</b>	866	1,733
Tangible assets	<b>7</b>	2,259	3,481
Investments	<b>8</b>	100	100
		3,225	5,314
<b>Current assets</b>			
Debtors	<b>9</b>	236,516	173,791
Investments	<b>10</b>	100,000	100,000
Cash at bank and in hand		1,100,021	1,133,320
		1,436,537	1,407,111
<b>Creditors: amounts falling due within one year</b>	<b>11</b>	<b>(504,109)</b>	<b>(434,305)</b>
<b>Net current assets</b>		<b>932,428</b>	<b>972,806</b>
<b>Net assets</b>		<b>935,653</b>	<b>978,120</b>
<b>Reserves</b>			
Income and expenditure account		935,653	978,120
<b>Members' funds</b>		<b>935,653</b>	<b>978,120</b>

These financial statements have been prepared 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 20-3-23, and are signed on its behalf by:

  
D Oldfield  
Director

Company Registration No. 05817473

BRITISH WOODWORKING FEDERATION

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

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, 28 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 2022

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.

BRITISH WOODWORKING FEDERATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting policies

(Continued)

1.9 Employee benefits

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.

1.10 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.11 Government grants

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.

2 Judgements and key sources of estimation uncertainty

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.

3 Operating (deficit)/surplus

	2022 £	2021 £
Operating (deficit)/surplus for the year is stated after charging/(crediting):		
Fees payable to the company's auditor for the audit of the company's financial statements	5,000	5,000
Government grants	37,750	30,837
Depreciation of owned tangible fixed assets	2,974	6,253
Amortisation of intangible assets	867	867

4 Employees

The average monthly number of persons (including directors) employed by the company during the year was 10 (2021 - 9).

5 Interest receivable and similar income

	2022 £	2021 £
Interest receivable and similar income includes the following:		
Income from shares in group undertakings	-	75,000

BRITISH WOODWORKING FEDERATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)  
FOR THE YEAR ENDED 31 DECEMBER 2022

6 Intangible fixed assets

Online Courses  
£

Cost  
At 1 January 2022 and 31 December 2022 5,200

Amortisation and impairment  
At 1 January 2022 3,467  
Amortisation charged for the year 867

At 31 December 2022 4,334

Carrying amount  
At 31 December 2022 866

At 31 December 2021 1,733

7 Tangible fixed assets

Office Equipment & Furniture  
£

Cost  
At 1 January 2022 29,905  
Additions 1,752  
Disposals (7,865)

At 31 December 2022 23,792

Depreciation and impairment  
At 1 January 2022 26,424  
Depreciation charged in the year 2,974  
Eliminated in respect of disposals (7,865)

At 31 December 2022 21,533

Carrying amount  
At 31 December 2022 2,259

At 31 December 2021 3,481

# AUDITED ACCOUNTS 2022

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

<b>8</b>	<b>Fixed asset investments</b>	<b>Shares in FDIS Limited</b>	
		<b>£</b>	
	<b>Cost</b>		
	At 1 January 2022 & 31 December 2022		100
	<b>Carrying amount</b>		
	At 31 December 2022		100
	At 31 December 2021		100

Investments are carried at cost as at the balance sheet date.

<b>9</b>	<b>Debtors</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	<b>Amounts falling due within one year:</b>		
	Trade debtors	226,285	153,042
	Other debtors	10,231	20,749
		<u>236,516</u>	<u>173,791</u>

<b>10</b>	<b>Current asset investments</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	Term cash deposit	100,000	100,000

At the 2022 balance sheet date the company had invested £100,000 in a two year term deposit account with an expiry date of 7th May 2023.

<b>11</b>	<b>Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	Trade creditors	21,286	45,341
	Corporation tax	4,395	3,432
	Other taxation and social security	96,505	84,901
	Other creditors	381,923	300,631
		<u>504,109</u>	<u>434,305</u>

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.

## BRITISH WOODWORKING FEDERATION

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

<b>12</b>	<b>Deferred income</b>	<b>2022</b>	<b>2021</b>
		<b>£</b>	<b>£</b>
	Arising from subscriptions, exhibitions & events	376,923	291,623

<b>13</b>	<b>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>14</b>	<b>Statement of movements on income and expenditure account</b>	<b>BWF</b>	<b>Fire Door Alliance</b>	<b>WIT Forum</b>	<b>Stairs Scheme</b>	<b>Total</b>
	Balance at 1 January 2022	673,360	277,279	31,269	(3,788)	978,120
	Surplus/(deficit) for the year	(47,255)	(10,248)	22,768	(3,337)	(38,072)
	Taxation	(4,395)			-	(4,395)
	<b>Balance at 31 December 2022</b>	<u>621,710</u>	<u>267,031</u>	<u>54,037</u>	<u>(7,125)</u>	<u>935,653</u>

<b>15</b>	<b>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 2023. The licence is terminable with a three month notice period creating a total minimum commitment of £5,250.		

<b>16</b>	<b>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 £5,098 Cycle Scheme loan. The loan was repaid in the 2022 year.		

The company received £52,000 (2021: £72,000) from FDIS Limited for management services and wages recharges, and £500 for consultancy (2021: £500). As at the balance sheet date, trade debtors contained £16,416 (2021: £22,762) due from FDIS Limited.





BRITISH  
WOODWORKING  
FEDERATION

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

**020 3870 5020**

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

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