bwf.org.uk

Build it better with wood

ANNUAL REPORT 2023

BRITISH WOODWORKING FEDERATION

1.0	**Presidents Summary**	**3-4**
2.0	**BWF CEO Statement**	**5-6**
3.0	**BWF Governance**	**7-8**
	3.1 Key Challenges and Opportunities	9-12
4.0	**Membership Value**	**13-20**
	a. Membership in Numbers	13
	b. BWF Code of Conduct	14
	c. Membership Support	15-16
	d. BWF Industry Schemes	17-20
5.0	**Building a Successful Future**	**21-28**
	Member Marketing and Communications	21-22
	BWF Events	23-26
	5.1 Working together for the good of the industry	27-28
6.0	**Government Influence**	**29-34**
	6.1 Summary of public affairs	33-34
7.0	**Skills and Talent Development**	**35-38**
8.0	**2023 Audited Accounts**	**39-41**

BWF PRESIDENT'S SUMMARY

As it is my final year as President, I will soon be handing over the reins to the Vice President, Andrew Madge, but before I do, this report provides an opportunity to reflect on the past 12 months and to share with you the achievements of the British Woodworking Federation.

I have been hugely proud to be the President of the British Woodworking Federation, working closely with the Board, Council and BWF team. We strengthened the **Governance** of the Federation by welcoming two new Board Members: Alison de Roeck from Kierson Sash Windows and Simon Badham from Arden Windows Ltd, as well as increasing the number of members on the BWF Council. When I came on board as President in 2021, I set out a plan to focus on three areas fundamental to supporting the growth and future success of our sector: supporting BWF member business growth; attracting and training the next generation of talent into our sector and, ensuring that sustainable construction doesn't slip down the agenda when the world was recovering from the aftermath of the pandemic.

As your dedicated industry Trade Association, we are committed to finding ways of working alongside industry partners to try to address these challenges on behalf of our members whilst continuing to raise the profile of the timber and woodworking industry. Through our strong relationships with several parliamentarians and governmental departments we are able to offer advice and guidance. As such, we are proud to be one of the key stakeholders working with the Department for Environment, Food and Rural Affairs (DEFRA) on the **Timber in Construction Road Map (TiC)**, which was launched by Rebecca Pow, Parliamentary Under Secretary of State (Minister for Nature) December 2023. Through the TiC the government has committed to increase the safe use of timber in construction in England, help reduce embodied carbon in the built environment and drive investment into tree planting, forest management and domestic supply chains, creating new green jobs and industries. A very positive move for the industry, one we should all be able to embrace.

As ever, **Members' Day** in June provided a unique opportunity to listen to your views and share best practice. We had 4 key speakers covering topics relevant to members such as when an inspector calls from the Health and Safety Executive (HSE), Consumer Rights and what this means to BWF Members, the future of construction product testing and legal duties for a woodworking company. We were thrilled to have over 100 members in attendance for this event.

This year we celebrated our **15th Annual Awards** at the prestigious Langham Hotel in London. As President, I find it extremely uplifting to see the BWF Awards event going from strength to strength. This event provides the opportunity to raise the profile of the sector and our members, and shines a spotlight on the incredible work we do and the amazing people we employ.

Finally, I have thoroughly enjoyed meeting so many of you in my three-year tenure as President. It is clear we have another year to be proud of, the team continue to drive best practice and standards, whilst championing the quality and professionalism of our sector. We have ambitious goals and a busy year ahead. But with a clear strategy, a committed team and under Helen's leadership, we are in great shape to achieve our collective mission.

BWF President
David Oldfield

BWF'S CEO SUMMARY 2023

The last 12 months have very busy for the British Woodworking Federation. Our industry has faced significant and persistent hurdles, from supply chain disruptions to escalating material costs and ongoing labour shortages. The operating environment for many companies has been very tough, yet we have pushed on through it together.

As your dedicated industry Trade Association, we continue to find ways of working alongside industry partners to try and address many challenges on behalf of our members and continue to raise the profile of the timber and woodworking industry. The timber industry has long advocated the use of timber to reduce the embodied carbon impact of construction. With the Government's 2025 net zero targets looming closer, the BWF joined the working committee responsible for developing the **Timber Industry Net Zero Roadmap** which was launched early 2023. The road map sets out the causes of emissions within the supply chain and proposes steps the industry could take to reduce these and what the journey to Net Zero could look like. This will run parallel with the **Timber in Construction Road Map (TiC)** which aligns with the four pillars of our **Built It Better With Wood Campaign.**

As an industry we are heavily regulated. This year has been a particularly busy year with several regulatory consultations running consecutively. In the early part of the year, the Department for Levelling Up, Housing and Communities (DLUHC) opened their consultation **on sprinklers, Approved Document B and stairs.** A BWF response was submitted in March but we are still to hear anything from the Government on the outcome. We also have the revision of **Approved Document K** and, towards the end of 2023, the **Future Homes and Building Standards** consultation, which aims to improve the energy efficiency and reduce the carbon emissions of new homes and non-domestic buildings. Energy efficiency requirements for new homes and non-domestic buildings are set out in **Part L and Part 6**, all of which is relevant to BWF Members. Our overarching goal is to help you, a BWF member, to navigate these changes and we use our collective voice to communicate your concerns and views.

As your trade association, we continue to stand by your side and work tirelessly to develop initiatives and strong collaborations and have made a number of notable achievements throughout the year. This provides a platform to continue to increase the Federation and its member's external profile. We released two reports; '**Have we Lived Up to The Standards on Fire Door Safety' Report** which aimed to continue to increase awareness of the benefits of fire door third-party certification; and the **Challenging Misconceptions on Timber Doors and Windows' Report.** This report provided valuable insight for members into house builders' and homeowners' attitudes to timber windows and doors to help overcome some of the outdated perceptions surrounding timber products. The report also looked at housebuilders and homeowners' top priorities when making buying decisions, and how to bust some of the myths around timber-based products when competing against other materials such as aluminium and uPVC.

The BWF industry schemes - the Fire Door Alliance and Stair Scheme continue to champion best practice and high standards. The schemes and their members promote the importance of certification and accreditation to a variety of users and stakeholders.

Visibility in the industry is key, so we invested significantly last year in updating and refreshing the **BWF website pages** and the **Members Area Portal**. Since introducing these changes, we have seen traffic to the Find a Member page increase by 17%, with the page being consistently in the top 5 most viewed pages. This service offers members a huge opportunity to increase their own public profile to help promote their company and services to their customers. Think of it as another shop window for your company, so make sure your profile is up to date.

Not only do we see regulatory changes happening within our sector, we also know there is a deeper focus on the skills and competence of the people we recruit and employ. New figures from the Construction Industry Training Board (CITB), revealed in January 2024, stated that almost 225,000 extra workers will be required to meet the UK construction demand by 2027. Recruitment, training, development and upskilling remained a major priority for the BWF in 2023. We continued to promote our **WOW I Made That** schools programme, aimed at attracting new recruits into the sector. This programme was named by DEFRA in the TiC Roadmap as one of the ways of attracting talent, which was a proud moment for the BWF. We remained very active during **National Apprenticeship Week** in February, showcasing some of the apprentices our members employ, and continued the work in reviewing the **National Occupational Standards (NOS)**. These are focused on Wood Occupations and Site Carpentry and **Passive Fire** functions.

In April 2023 we launched the **Level 3 Award in Fire Door Safety** in partnership with City and Guilds. The qualification is embedded as a mandatory unit in the **Level 3 Site Carpentry and Architectural Joinery Apprenticeship** alongside the SiteRight Fire Door Installation Awareness Course with the National Open College Network (NCON). Understanding routes to competence is a priority for the BWF, therefore we started our work on a **Pathway to Competence** which will help map out the industries routes to entry, the roles on offer in our sector and opportunities for progression to help go towards increasing the external profile in a competitive employment market.

Heritage and Conservation is another focus for the BWF which aligns well with the recent consultation on the energy efficiency drive for historic homes, while protecting the beauty of the buildings. Last year we surveyed our members supplying Heritage and Conservation products and services and set up the **Heritage and Conservation Joinery Working Group** to drive this initiative forward in 2024.

Now more than ever, we need to build on what we have achieved throughout 2023, grab the opportunities available to us and work together to become even stronger as a sector. There are many exciting plans in the pipeline for the BWF over the coming year. The BWF team are always available to help and guide members with our strategic objectives and values informing all of our activities to make the BWF your **first port of call**. No matter how big or small, Membership is at the heart of what we all do.

BWF CEO
Helen Hewitt

BWF GOVERNANCE 2023

BWF EXECUTIVE BOARD

Member Type	Name	Company Name
President	David Oldfield	National Timber Group England 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
Executive Director	Alison de Roeck	Kierson Sash Windows
Executive Director	Simon Badham	Arden Windows Ltd
Chief Executive / Executive Director / Secretary	Helen Hewitt	British Woodworking Federation

BWF COUNCIL

Member Type	Name	Company Name
Chairman	David Oldfield	National Timber Group England 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 WITForum	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	Richard Kowalski	Stairways Midlands
Ordinary Member of the Council	Simon Walker	SPS Timber Windows
Ordinary Member of the Council	Hannah Mansell	Premdor Crosby Ltd
Ordinary Member of the Council	Scott Peden	TwoTwenty

We welcomed Richard Kowalski from Stairways Midlands and said goodbye to Honorary Member of the Council Jim Horsman from Icklesham Joinery Ltd. The BWF Executive Board would like to thank Jim for his many years dedication and commitment to the BWF and the woodworking sector.

KEY CHALLENGES AND OPPORTUNITES

BWF 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 to ensure our industry has full growth potential and is respected by the wider business community and supply chain.

BWF OBJECTIVES:

GOALS:

MEMBERSHIP VALUE

Deepen membership engagement to deliver valuable and relevant business benefits that support and promote members.

OFFER A COMPREHENSIVE SUITE OF SERVICES AND BENEFITS THAT SUPPORT MEMBERS TO OPERATE EFFICIENTLY WITHIN THE RELEVANT INDUSTRY FRAMEWORKS

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

ENSURE THAT SERVICES AND BENEFITS ARE ALIGNED WITH CHANGING BUSINESS NEEDS TO ENCOURAGE MEMBER RETENTION AND ENGAGEMENT

CHALLENGES

Membership retention

Financial constraints during difficult trading times is the most common reason members leave, are forced to close the buisness or retire.

The total number of construction firms becoming insolvent in 2023 was 5.1% higher than the previous year.

OPPORTUNITIES

Membership growth

Ensuring a high level of member satisfaction and retention through reviewing and offering services and benefits that members value.

Continue to onboard new members via our Nuture Campaign.

GOALS:

BUILDING A SUCCESSFUL FUTURE

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

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

CHALLENGES

Regulatory requirements

Meeting all laws and regulations that apply to members' business operations or the wider industry.

OPPORTUNITIES

Meeting regulatory requirements

Continue to help organisations operate effectively to avoid penalties and sanctions imposed by the regulators, by reviewing and developing tools and services the federation offers members.

Maintain the profile of the sector by working with indsutry partners and stakeholders and maintaining a powerful external profile and voice.

KEY CHALLENGES AND OPPORTUNITES CONTINUED

CHALLENGES

Continious government reshuffles

A constant churn of policy makers and parlimentarians, due to constant cabinet reshuffles and turnover of staff in governmental departments, makes developing strong, influential relationships challenging.

OPPORTUNITIES

Building an affective lobbying strategy

Continue to build a proactive and flexible lobbying strategy across all parliamentary parties at all levels to develop strong relationships and articulate the industries needs in a changing environment.

Use BWF research and data to respond to consultations and influence policy.

GOALS:

GOVERNMENT INFLUENCE

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

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:

SKILLS AND TALENT DEVELOPMENT

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

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

CHALLENGES

Attracting talent and access to quality provision

The industry struggles to position itself favourably against other sectors which impacts considerations around career paths.

Access to quality training provision is mixed across the UK leading to lack of apprentices and individuals joining the sector.

OPPORTUNITIES

Increase the profile of the sector and access to training provision

Continue to promote the sector through a number of training initiatives and campaigns and develop strong relationships with delivery partners.

Continue to offer advice and guidance to members as well as developing accessible training tools.

Help members utilise the tools available to promote and advertise their businesses.

MEMBERSHIP VALUE

MEMBERSHIP AT THE CORE OF OUR OBJECTIVES AND VALUES

A COMMUNITY OF MEMBERS

The BWF team are committed and passionate about delivering a continued high level of member satisfaction, retention and growth.

BWF MEMBERSHIP IN NUMBERS

428
PRIMARY MEMBERS

97%
PRIMARY MEMBER RETENTION

69
ASSOCIATE MEMBERS

117%
ASSOCIATE MEMBER RETENTION

Through its **Nurture Campaign**, the BWF continues to see new members joining the Federation, with 2023 proving to be a record year. 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.

28
NEW PRIMARY MEMBERS

13
NEW ASSOCIATE MEMBERS

CODE OF CONDUCT

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.

35 FACE TO FACE CODE OF CONDUCTS AUDITS COMPLETED

54 MEMBERS PROGRESSING THROUGH THEIR CODE AUDIT

4 RE-ADUITS

303 MEMBER RE-AUDITS OUTSTANDING

346 COMPLIANT MEMBERS

31 NEW MEMBER CODE AUDITS

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.

COMMON ISSUES WE SEE AFFECTING WOODWORKING AND JOINERY MANUFACTURING BUSINESSES ARE:

IS YOUR LEV SYSTEM COMPLIANT WITH COSHH REGULATIONS AND TESTED REGULARLY?

DO YOU HAVE A ROBUST OCCUPATIONAL HEALTH SURVEILLANCE PROGRAMME IN PLACE FOR YOUR EMPLOYEES?

ARE YOU AWARE OF, AND ARE YOU SURE YOU ARE MEETING THE HSE'S STANDARDS WHEN IT COMES TO THE SAFE USE OF MACHINERY AND MACHINE GUARDING?

DO YOU UNDERSTAND YOUR OBLIGATIONS WHEN IT COMES TO THE RIGHTS OF YOUR CUSTOMERS UNDER THE CONSUMER RIGHTS ACT?

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

MEMBERSHIP SUPPORT

The team place membership at the heart of our offering and as such, work hard to ensure our products, services and advice and guidance is top priority.

BUSINESS SUPPORT

Members can access a variety of business support services - HR, H&S, Legal/Contractual and general business support services.

26+ HOURS OF SUPPORT VIA BWF HELPLINES AND BWF AFFILIATE PARTNERS

3000 LOG INS TO THE BWF MEMBERS' AREA

212 VISITS TO THE BWF PARTNERS PAGE

39 VISITS TO THE BWF HELPLINES PAGE

MEMBERSHIP SUPPORT

The team place membership at the heart of our offering and as such, work hard to ensure our products, services and advice and guidance is top priority.

Following the circulation of technical updates, the BWF hosts "a drop-in facility" for members to speak directly to the technical team – 12 technical drop in webinars were held in in 2023.

MEMBER COMMUNICATIONS – KEEPING MEMBERS INFORMED

31 BWF MEMBER UPDATES

14 TECHNICAL UPDATES

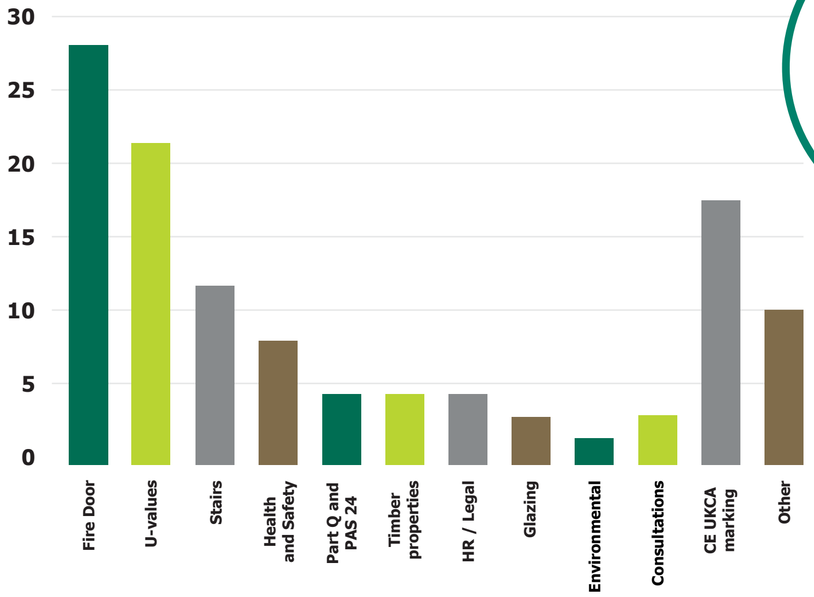
11 HEALTH AND SAFETY UPDATES

8 SKILLS AND TRAINING UPDATES

TECHNICAL SUPPORT

Members tend to cite a key benefit of membership is the technical support and guidance we provide.

Most common enquiry



326 TECHNICAL CASES RAISED

=

13,000+ HOURS OF SUPPORT

INDUSTRY SCHEMES

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.

BWF FIRE DOOR ALLIANCE

Mission: To ensure that only third-party certified fire doors and fire door sets, installed by certified companies, are used in the UK.

BWF Fire Door Alliance members have committed to a rigorous certification programme, requiring a considerable investment in time and money. This commitment to quality helps to ensure that fire doors / fire doorsets achieve their purpose of protecting lives and property.

Scheme News: After a long and thorough due diligence process, the BWF Fire Door Alliance is delighted to welcome IFC Certification and UL Solutions as providers of third party certification for timber fire doorsets and assemblies into the Scheme. The new partnerships increase the reach and strength of the BWF Fire Door Alliance in the construction sector as well as offering members further opportunities to become third party certified.

STRATEGIC PARTNERSHIPS:

WARRINGTONFIRE (BWF CERTIFIRE)	BM TRADA – Q- MARK
IFC CERTIFICATION	UL SOLUTIONS

THE SCHEME AT A GLANCE:

101 MEMBERS

66 LICENSED DOOR PROCESSORS

13 PRIME DOOR MANUFACTURERS

22 SUPPLIER MEMBERS

NEW BWF FIRE DOOR ALLIANCE MEMBER CERTIFIED TIMBER FIRE DOORS ON THE MARKET IN 2023

With the ongoing challenges in the economy we saw a reduction of 6% certified doors placed on the market during 2023 compared to 2022. We estimate that over **2.1 million** BWF Fire Door Alliance member certified fire doors were placed on the market in 2023.

FDA GOVERNANCE

The Advisory Committee is the main elected Committee of the BWF 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. The BWF Fire Door Alliance Advisory Committee is representative of the scheme and the scheme membership.

The Advisory Committee met 3 times

FDA Members' Day took place in March with 35 members registering for the event

The Marketing Committee met 3 times

FIRE DOORS ARE THE MOST COMMON TECHNICAL ENQUIRY TOPIC

BWF FIRE DOOR ALLIANCE – BE CERTAIN, BE CERTIFIED

Phase three of the Be Certain, Be Certified campaign investigated whether, a year on from when The Building Safety Act received Royal Assent, awareness and understanding of fire safety requirements under the new legislation has improved. For this phase of the campaign, new research was carried out to inform an insights-led mini paper analysing trends and drawing comparisons with 2022's research. Through a multi-channel approach, the report 'Have we Lived up to the Standards on Fire Doors' was launched to key target audiences.

Activity included:

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

147K VISITS TO FIREDOORS.BWF.ORG.UK

WEBSITE PAGES

TOP PAGES

- FIND A MEMBER
- FIRE DOOR INSPECTION AND MAINTENANCE
- PUBLICATIONS
- FIRE DOOR INSTALLATION
- BE CERTAIN, BE CERTIFIED

21 PIECES OF MEDIA COVERAGE WAS SECURED FOR THE LAUNCH WITH A COMBINED AUDIENCE REACH OF 846K

3 THOUGHT LEADERSHIP PIECES WERE PUBLISHED TO PROMOTE THE REPORT

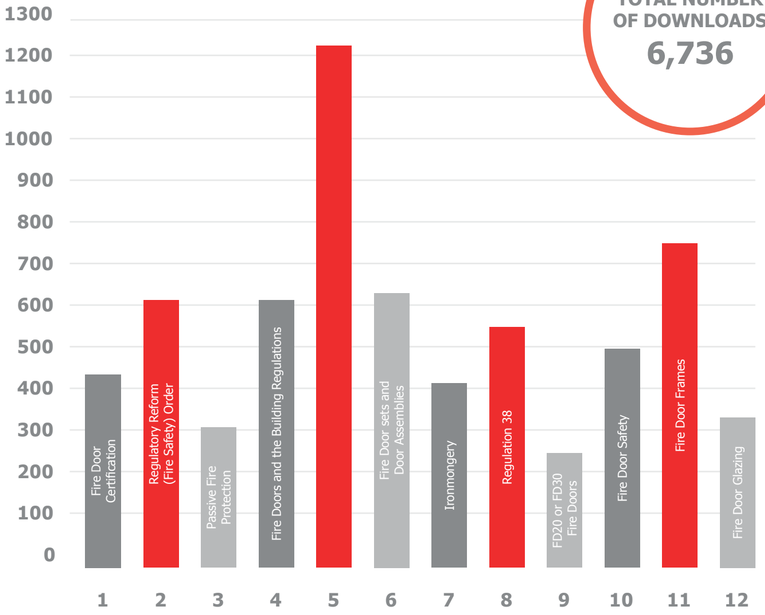
90 TIMES THE NEW REPORT WAS DOWNLOADED

2K+ VISITORS ON THE BE CERTAIN, BE CERTIFIED WEBPAGES

75K IMPRESSIONS GENEERATED ON THE BWF FIRE DOOR ALLIANCE LINKEDIN CAMPAIGN

FACT CARDS

TOTAL NUMBER OF DOWNLOADS
6,736



FDA TWITTER

4K IMPRESSIONS

211 LIKES AND RETWEETS

FDA LINKEDIN

18K IMPRESSIONS

451 LIKES AND RETWEETS

STAIR SCHEME

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 with the member applying 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 PAGES

- STAIR INSTALLATION
- STAIR SAFETY
- STAIR DESIGN
- BUILDING REGULATIONS AND GUIDANCE FOR STAIRS
- WHY CHOOSE A STAIR SCHEME MEMBER

73 DOWNLOADS OF 'BWF STAIR DESIGN GUIDES FOR DOMESTIC AND COMMON TIMBER STAIRS' FROM BWF WEBSITE

7K VISITS TO STAIRS.ORG.UK

46 DOWNLOADS OF 'BWF STAIR INSTALLATION GUIDE' FROM BWF WEBSITE

THE SCHEME AT A GLANCE:

20 ACCREDITED MANUFACTURING MEMBERS

23 MEMBERS

3 SUPPLIER MEMBERS

The stair scheme members meeting x 1

Scheme activity has focused on two core areas:

1. Looking into the revision of Approved Document K - Building regulation in England covering the buildings users protection from falling, collision and impact in and around the building. Part K contains guidance on the safety of stairs, guarding and glazing within and around buildings.

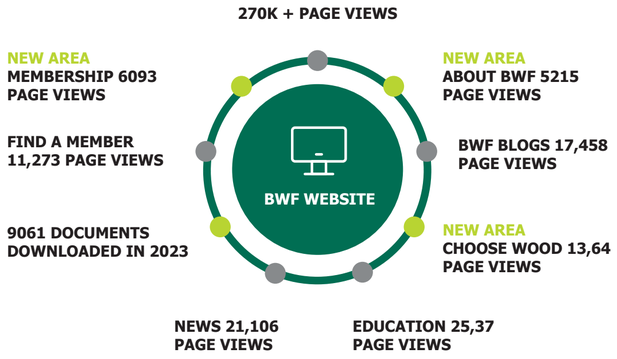
   Kevin Underwood – Technical Director was appointed as a member of the Building Regulations Advisory Committee (BRAC) Task Group (TG) that is looking into a revision of Approved Document K which met throughout 2023.

2. Development of an E-Learning course – Overview of Timber Stairs ready for launch in 2024.

STAIRS IS THE 3RD MOST COMMON TECHNICAL ENQUIRY TOPIC

BUILDING A SUCESSFUL FUTURE

PR, MARKETING AND COMMUNICATIONS



BWF PR

135
PIECES OF PRINT AND ONLINE CONTENT PUBLISHED.

5.9
MILLION AUDIENCE REACHED

THOUGHT LEADERSHIP ARTICLES PUBLISHED IN 2023

SKILLS AND TRAINING

Joinery 'skills for life' at National Apprenticeship Week 2023

BWF Champions Role Of Apprenticeships In Providing Career For Life

The First Step in a Career for Life

A complete approach to tackling the skills shortage

FIRE SAFETY AND FIRE SAFETY REGULATIONS

The 'third' way to prove building safety is being neglected

New fire door regs: What landlords need to know

Are you on top of the new Fire Safety Regulations?

The life-saving role of fire doors in public buildings

Regulation change impact on fire doors and stairs

HEALTH AND SAFETY

Dusting off health & safety

BWF TWITTER		BWF LINKEDIN	
15,231	798	94,662	2785
IMPRESSIONS	ENGAGEMENTS	IMPRESSIONS	ENGAGEMENTS

NEW BWF REPORT CHALLENGING MISCONCEPTIONS – HOMEOWNER AND HOUSEBUILDER ATTITUDES TO WINDOWS AND DOORS

We at the BWF know that timber products look beautiful, are sustainable and offer exceptional long-term value. However, we also know that there are still outdated perceptions and myths surrounding the properties of timber.

To dispel some of these common myths, we must understand how timber products are perceived by their two major audiences: housebuilders and homeowners.

To find out more about buyers' perceptions over timber windows and doors, we commissioned a survey of housebuilders and homeowners. The findings, outlined in our report 'Challenging Misconceptions – Homeowner and Housebuilder attitudes to Windows and Doors', revealed that, while the aesthetic and value-adding aspects of timber products are recognised, housebuilders and homeowners alike mistakenly perceive timber maintenance to be far more onerous than is actually the case.

14
PIECES OF MEDIA COVERAGE THE CAMPAIGN SECURED

204K
WERE REACHED BY THE AUDIENCE

96
TIMES, THE REPORT WAS DOWNLOADED FROM THE MEMBERS' AREA OF THE WEBSITE

The campaign was used to drive traffic to the BWF website and we saw 2400 views of our 'Choose Wood' website pages during it's launch.

BWF EVENTS

The BWF continues to host industry events which allow members to find new connections and access a supportive community of like-minded professionals who face similar challenges and opportunities.

BUILDING A SUCCESSFUL FUTURE CONTINUED

BWF MEMBERS' DAY 2023

BWF Members' Day 2023 took place at Holywell Park Conference Centre, Loughborough on the 13th June. The day was attended by over 100 delegates, who had the opportunity to network with exhibitors, the BWF Board and Council and the BWF Team.

100+
ATTENDED

MEMBERS' DAY SPEAKER PROGRAMME

Members' Day 2023 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 Sponsor – Q Wood

WHEN AN INSPECTOR CALLS AT A WOODWORKING BUSINESS

David Butter, HM Principal Inspector of Health and Safety, HSE

H&S LEGAL UPDATE – WHAT THE WOODWORKING SECTOR NEED TO KNOW IN 2023

Kizzy Augustin, Health and Safety Partner, Mishcon de Reya, London

CONSUMER RIGHTS - TOP TIPS, CONSUMER COMPLAINTS & ADR

Michelle Bucknell, Business Development Lead Officer, West Yorkshire Trading Standards

THE FUTURE OF CONSTRUCTION PRODUCT TESTING

Kevin Underwood, Technical Director, BWF

FIRE DOOR SAFETY WEEK

25TH – 29TH SEPTEMBER RECOGNISE, REPORT IT

To support FDSW23, a series of webinars were run to help spread the important campaign messages.

KEVIN UNDERWOOD – TECHNICAL DIRECTOR, BWF

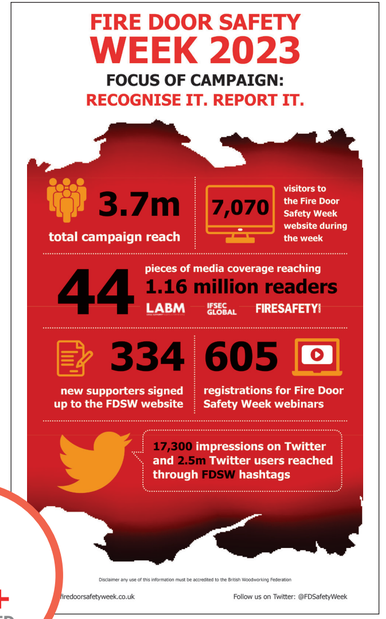
The review of BS 8214: 2016, Timber Based Fire Door Assemblies – Code of Practice

ASHLEY MATHER – SENIOR FIRE ENGINEER, NATIONAL FIRE CHIEFS COUNCIL (NFCC)

Fire doors in Residential Buildings: regulation and compliance

ANDREW SAYER – LEAD ASSESSOR, FIRE DOOR INSPECTION SERVICE (FDIS)

The top 5 things you need to know about fire door inspections



600+
REGISTERED

BWF ANNUAL AWARDS 2023

The 15th BWF Awards took place at The Langham, London Hotel on the 24th November.

The 5-Star hotel was the perfect setting for an evening of celebration and fine dining to recognise the people, projects and processes that have made a significant impact on the woodworking and joinery manufacturing sector throughout the year.

37 ENTRIES ACROSS **7 CATEGORIES**

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.

SPONSORS

anker stuy coatings

citb

materials & finishes SHOW

impra® we care for wood

ASSA ABLOY

remmers

BWF HEALTH AND SAFETY AWARD - IN MEMORY OF JON GIBSON

Winner - Midland Mouldings Ltd for their collective efforts to overhaul and transform Health and Safety throughout the business.

BWF APPRENTICE OF THE YEAR AWARD - SPONSORED BY CITB

Winner - Harrison Blackham, Houghtons of York.

BWF HERITAGE PROJECT OF THE YEAR AWARD - SPONSORED BY REMMERS (UK) LTD

Winner - Corbel Conservation Ltd for the complex repair and consolidation project at Toneworks, an industrial textile mill in Wellington, Somerset.

BWF INNOVATION AWARD - SPONSORED BY ANKER STUY COATINGS

Winner - Handrail Creations for their innovative Timber Handrail System that allows for the innovative manufacture of timber handrails without the need for unwieldy metal core rails.

BWF PROCESS AND RESOURCE EFFICIENCY AWARD - SPONSORED BY MATERIAL AND FINISHED SHOW 2024

Winner - Central Joinery Group for the implementation of an extraction system that not only improves the reduction of wood dust but also demonstrates significant environmental and sustainability benefits.

BWF RISING STAR AWARD – SPONSORED BY ASSA ABLOY

Winner - Richard Kowalski, Stairways Midlands Ltd

BWF WOODWORKING PROJECT OF THE YEAR AWARD - SPONSORED BY IMPRA WOOD PROTECTION LIMITED

Winner - NBJ London Ltd for the complex design, refurbishment and redevelopment of the Inner Temple's new library and educational facilities.

WORKING TOGETHER FOR THE GOOD OF THE INDUSTRY

The BWF works with several industry partners and supply chain groups on behalf of our membership to ensure our members views are heard and championed.

CONSTRUCTION PRODUCTS ASSOCIATION

The Construction Products Association (CPA) is the leading organisation that represents and champions construction product manufacturers and suppliers across the whole construction supply chain.

- BWF membership on the **Trade Association Council.**
- BWF membership on the **Sustainability Policy Group.**
- BWF membership on the **Technical Committee.**
- Members gain free access to the **CPA - Construction Industry Forecasts** and the **State of Trade Surveys.** The Construction Industry Forecasts provides forecasts across 30 industry sectors

FIRE SECTOR FEDERATION

The Fire Sector Federation (FSF) seeks to give voice to and exert influence in shaping future policy and strategy related to the UK Fire Sector. It brings together representatives from a range of stakeholders which make up the UK Fire Sector.

BUILD UK

Build UK is the leading organisation for the UK construction industry representing clients, main contractors and specialist Trade Associations. Build UK represents in excess of 40% of UK construction.

Build UK has three strategic priorities:

- Improving Business Performance
- Increasing Productivity
- Recruiting Training and Retaining Talent

WOOD SAFETY GROUP (WSG)

The Wood Safety Group membership is made up of Trade Associations representing the timber and timber manufacturing sector. The Secretariat is provided by the Health and Safety Executive (HSE).

Timber Industry Net Zero Roadmap
The Timber Industry Road Map to Net Zero which was launched early 2023. The road map sets out the causes of emissions within the supply chain and proposes steps the industry could take to reduce these and what the journey to Net Zero could look like.

Construction Leadership Council (CLC) Product Availability Group – the BWF has a regular place on the group which meets monthly with a representative from BEIS to continue to respond to construction related issues.

Glass and Glazing Federation (GGF) - The BWF joined forces with the Glass and Glazing Federation and Community Wood Recycling to support timber window frame recycling across the construction industry.

National Fire Chiefs Council (NFCC) – The BWF met with fire engineers from the NFCC to provide guidance on correct maintenance of timber fire doors to held disseminate information to fire brigades. Also worked on giving advice on "rogue" companies offering products that the NFCC have concerns over.

Passive Fire Protection Forum (PFPF) Following on from the release of the Testing for a Safer Future Report, the PFPF have reunited to review the recommendations and are looking at how the PFPF can be reinvigorated as a collective voice to represent the passive fire industry.
Relaunched the PFPF guide for undertaking technical assessments of fire performance of construction products based on fire test evidence.

Wood Knowledge Wales – supported and attended the WoodBuild 20023 Conference

FIREX is the UK leading fire safety event. The BWF attended as a guest speaker to talk about timber fire door safety, implications of the proposed changes in National Classifications and the important of a fire door.

Building Safety Charter – BWF signed the Building Safer Charter as a supporter showing its commitment to putting building safety first and demonstrating cross sector leadership.

Installer Competence Steering Group – Super Sector Forum –
a pan industry committee responsible for setting, developing and delivering at scale the process for rolling out the creation of competence frameworks for installers of construction products across industry. The aim is to set a clear measure of what the competency of an individual will be for each occupation in the construction industry. The BWF's involvement

Envelope Sector

- **Firestopping Specialist Sector Group (FSSG)** – launched the Competence Framework for firestopping activities and specialist occupations.
- **Door, gate and shuttering Sector Group (DGSS) -** is responsible for developing and overseeing implementation of the competence framework for the appropriate occupations within the DGSS sector. The BWF is leading on the work for mapping the competency of timber fire door installers. This will be launched in 2024.

Interiors Sector

- **Stairs and 1st Fix Carpentry Group –** Launched in December, the BWF is leading the group who will be developing and overseeing the implementation of the competency framework for occupations linked to installing timber staircases and products that are deemed first fix within a building.

WHO ELSE DO THE BWF WORK WITH?

GOVERNMENT INFLUENCE

SECTOR WIDE BUSINESS SUPPORT THROUGH GOVERNMENT CONSULTATIONS AND REGULATORY COMMITMENTS

2023 was a very busy year with various consultations and policy changes relevant to members. The BWF have been actively involved in shaping industry legislation and continue to represent the collective member voice in various committees and working groups. Sector wide business support through Government Consultations and Regulatory Commitments

FORUMS AND WORKING GROUPS

TIMBER IN CONSTRUCTION ROAD MAP (TIC)

The BWF was an active member of the Timber in Construction Working Group. This is a joint government initiative run by Department for Environment, Food and Rural Affairs (DEFRA), the Department for Levelling Up, Housing and Communities (DLUHC), the Forestry Commission, and industry, which aims to overcome the barriers in place for timber, and create a clear, joined up policy environment.

The Timber in Construction Road Map (TiC), was launched by Rebecca Pow, Parliamentary Under Secretary of State (Minister for Nature) in December 2023. Through the TiC, the government has committed to increase the safe use of timber in construction in England, help reduce embodied carbon in the built environment and drive investment into tree planting, forest management and domestic supply chains, creating new green jobs and industries.

The Timber in Construction Working Group will continue to meet regularly to track delivery of the actions outlined in the roadmap and to scope and implement new actions as needed. DEFRA will be developing a framework to monitor and evaluate progress on the roadmap's objectives, including its alignment to wider net zero and resource efficiency monitoring and evaluation frameworks.

CONSTRUCTION PRODUCTS REGULATION

The BWF has been keeping abreast of the changes to the way Construction Products are regulated in the UK following Brexit and the Building Safety Act 2022. The BWF regularly attends meetings of the Construction Leadership Council's Standardisation and Regulatory Alignment Committee.

OFFICE FOR PRODUCT SAFETY AND STANDARDS (OPSS)

The OPSS is the national regulator for consumer products. We continue to work with the OPSS to help inform their operational approach for enforcement officers, and to help them understand the regulations, standards, certification schemes and data available in relation to fire doors.

DEPARTMENT FOR BUSINESS, ENERGY AND INDUSTRIAL STRATEGY (BEIS)

The BWF met with the research company responsible for the BEIS Study – Construction Products Supply Chain and fed back on their questions and survey. The survey focused on a selected range of construction products, including cables, cladding, fire barriers, fire doors and insulation. The data collected informs the wider BEIS team and government.

DEPARTMENT FOR EDUCATION (DFE)

The BWF continued working with the DfE to address the lack of trained and skilled trainers and assessors in the woodworking, carpentry and, joinery sector. The DfE is looking at ways they can set up a pilot scheme to address trainer assessor shortages to increase provision and access across England.

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,

- Working Group 12 (WG12) is the working group for construction products competence. BSI has accepted the business case for the white paper launched in September 2022 **"Built environment – proposed construction product competence standard"** to form the basis of a new standard BS 8670-2 Built environment. Core criteria for construction product competence. Code of Practice. Drafting of this new standard is underway.
- Working Group 2 (WG2) is tasked to agree a comprehensive and coherent framework for assuring competence levels for individuals installing and maintaining fire safety and other safety-critical systems for HRBs

INDEPENDENT REVIEW OF THE CONSTRUCTION PRODUCT TESTING REGIME

Although this report was published in April 2023 the government has not responded to its recommendations. The BWF is working with the Construction Products Association and the Construction Leadership Council in the preparation of an industry response.

GOVERNMENT INFLUENCE CONTINUED

GOVERNMENT CONSULTATIONS

The BWF reviewed and responded to multiple consultations across England, Scotland and Wales throughout 2023.

CLOSED CONSULTATIONS THE BWF WERE INVOLVED IN.

APPROVED DOCUMENT B FOR ENGLAND
(national classifications and two stairs in high rise residential buildings) - as yet no response, awaiting this from government

APPROVED DOCUMENT B FOR WALES
(national classifications and two stairs in high rise residential buildings) – as yet no response, awaiting this from government

CURRENT CONSULTATIONS INVOLVING THE BWF.

THE FUTURE HOMES AND BUILDINGS STANDARDS (ENGLAND)
Approved Documents F and L closes 6 March 2024

CALL FOR EVIDENCE
Approved Document O (England) – closes 6 March 2024

HOME ENERGY MODEL: FUTURE HOMES STANDARD ASSESSMENT
Will replace the standard assessment procedure for the energy rating of homes – closes 6 March 2024

ANTICIPATED CONSULTATIONS IN 2024.

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 K

(BRAC working group looking at introducing recommendations from BS 5395-1 to improve stair safety in dwellings)

BWF'S COMMITMENT TO THE SECTORS REGULATORY AND STANDARDS AREA

The BWF remains committed to the work on regulatory standards and attend many committees throughout the year.

The BWF provides leadership across several Technical Committees. Kevin Underwood, BWF Technical Director, is the Chair of the following BSI Technical Committees

B/208

B/538/1

B/538/1/11

B/543

KEVIN UNDERWOOD – BWF TECHNICAL DIRECTOR IS CHAIR OF THE CONSTRUCTION PRODUCTS ASSOCIATION (CPA) TECHNICAL COMMITTEE

ATTENDED **80+ MEETINGS** = **250+ HOURS**

Active committees to which the BWF was a contributor in 2023

NATIONAL COMMITTEES (BSI)	
STI 28	Paint systems for non-metallic substrate
B/208	Stairs and walkways
B/208/1	Stairs and walkways – Industrial stairs
B/515	Wood preservation
B/538/01	Windows and doors
B/538/01/11	Revision of BS 8214 2016, Code of practice for fire door assemblies
B/538/01/12	Revision of PAS 24:2022, Enhanced security of doorsets and windows
B/541	Wood based panels
B/543	Round and sawn timber
B/558	Sustainability of construction works
B/562	Security of buildings
CPB/1/-/3	Development of BS 8670-2 Built environment, Core criteria for construction products competence. Code of practice Committee
FSH/022	Fire resistance tests
FSH/022/-/05	Fire resistance tests for doors
MTE/023	Woodworking machines
EUROPEAN TECHNICAL COMMITTEES (CEN)	
CEN/TC 33	Doors, windows, shutters, building hardware and curtain walling
CEN/TC 033/WG 01	Windows and doors
CEN/TC 127/WG 03	Fire Doors
CEN/TC 175	Round and sawn timber
CEN/TC 175/WG 37	Specific user requirements - Timber in stairs
INTERNATIONAL TECHNICAL COMMITTEE (ISO)	
ISO/TC 162	Doors, windows and curtain walling

SUMMARY OF PUBLIC AFFAIRS & CAMPAIGNS

2023 presented challenges and opportunities for the BWF at a political and policy level. Our intensified activity programme focused on targeted and precise engagement with Government and Parliamentarians on specific aspects of policy. Our political contact programme has enabled the BWF to participate in policy debates on skills and competency, building and fire safety, use of timber in construction, heritage and conservation, and product testing.

OUR KEY MESSAGING:

SUPPORT THE DEVELOPMENT OF A NEW BUILDING AND FIRE SAFETY REGULATORY SYSTEM THAT HAS FIRE AND BUILDING SAFETY, AS WELL AS THE COMPETENCY OF INDIVIDUALS INSTALLING CONSTRUCTION PRODUCTS, AT ITS CORE

DEMONSTRATE THAT TIMBER PRODUCTS ARE SAFE BY CONTINUING TO HIGHLIGHT THE POSITIVE PERFORMANCE OF TIMBER CONSTRUCTION PRODUCTS AND, THE BENEFITS TO THIRD PARTY CERTIFICATION AND TESTING

POSITION TIMBER AS THE SUSTAINABLE PRODUCT OF CHOICE IN THE CONSTRUCTION INDUSTRY TO HELP THE GOVERNMENT ACHIEVE ITS NET ZERO TARGET

POLICY INFLUENCING

1. Department for Environmental Food & Rural Affairs (DEFRA) launched the **Timber in Construction Roadmap (TiC)**. The BWF was a key stakeholder in the development of the road map.

2. Department for Levelling Up, House and Communities (DLUHC) **Sprinklers in care homes, removal of national classes, and staircases in residential buildings** consultation.

   The consultation opened at end of 2022 is a serious concern for the BWF and members who manufacture in accordance with BS 476. The government recommendation is for the standard to be replaced with an European Standard EN 1634-1.

   The industry is still awaiting the government's response on the outcome of the consultation, which closed in March 2023. The BWF have drafted letters for Parliamentary supporters including Clive Betts MP, Bob Blackman MP, Andrew Lewer MP and Sir George Howarth MP to send directly to the Minister for Building Safety setting out the Federation's concerns and policy asks. We have also encouraged Parliamentary supporters to table a series of probing written Parliamentary Questions on the consultation and lack of Government response throughout the year; and drafted and sent a letter to the Minister for Building Safety on national fire door testing standards.

   The **'Have we Lived Up to The Standards on Fire Door Safety'** Report issued by the BWF Fire Door Alliance provided clear data and statistics to support our policy asks on ensuring the new building and fire safety system is fit for purpose, securing further meetings with relevant parliamentarians.

3. HM Revenue and Customers (HMRC) Consultation on **VAT energy saving materials relief – improving energy efficiency and reducing carbon emissions**. The BWF prepared a briefing paper on the VAT energy saving materials relief consultation setting out the Federation's position and shared copies with high-level HM Treasury and HMRC Ministerial and Special Adviser targets including Victoria Atkins MP (Financial Secretary to the Treasury)

4. Historic Environment Scotland. The BWF took part in research into the impact of potential **VAT rebate for extensions, repair and maintenance of listed buildings in Scotland.** The report will be available in 2024.

5. **Office for Product Safety & Standards (OPSS).** The BWF has been working with the OPSS who is the national regulator for consumer products. We have been working with the OPSS to help them understand and develop their operational approach for their enforcement officers for timber fire doors and inspection schemes.

BUILDING AND CONSOLIDATING PARLIAMENTARY SUPPORT

TIMBER IN CONSTRUCTION ROAD MAP	60+	7
LAUNCHED BY GOVERNMENT	HOURS OF FACE-TO-FACE TIME WITH PARLIAMENTARIANS AND GOVERNMENT OFFICIALS	MENTIONS FOR THE BWF IN THE HOUSE OF LORDS

KEY "POLICY ASKS" INCLUDE;

ENSURING THAT GOVERNMENT DEVELOPS LEGISLATION THAT IS SUPPORTIVE OF THE DELIVERY OF PRACTICAL, FIT FOR PURPOSE QUALIFICATIONS TO GROW THE WOODWORKING AND JOINERY SECTOR.

UNDERSTAND THE IMPORTANCE OF, AND IMPROVE UPON AN EFFECTIVE CONSTRUCTION PRODUCT TESTING SYSTEM AND GUIDE THE GOVERNMENT IN CORRECT POLICY MAKING DECISIONS.

INCREASE THE USE OF TIMBER IN CONSTRUCTION AS A SUSTAINABLE MATERIAL TO HELP THE GOVERNMENT ACHIEVE ITS NET ZERO TARGET.

SKILLS AND TALENT DEVELOPMENT

Recruitment, training and access to apprenticeships and qualifications remains a core priority for the BWF. We know from the Building Safety Act 2022 that there is a significant drive and deeper focus on the skills and competency of the people we recruit and employ in our industry, in particular on the competency of individuals installing construction products. We also know that competition from other sectors for workers is more intense and skills shortages persist, indicating that too few have been joining the construction industry.

In response to this challenge, we continue to focus on attracting, training and retaining individuals in the woodworking and joinery sector whilst providing training support to BWF members.

ATTRACTING & FINDING TALENT

Continue to support and promote career development within the industry

QUALIFICATIONS, STANDARDS AND TRAINING DEVELOPMENT

Supporting the development and review of National Occupational Standards and qualifications

APPRENTICESHIPS

Supporting the development and delivery of industry specific apprenticeships

Facilitating the relationship with CITB and Members in the process of recruiting apprentices

SKILLS RETENTION

Retaining and developing existing talent through designing and delivering continuous professional development (CPD) and learning opportunities for members and the wider sector

ATTRACTING TALENT

WOW I MADE THAT

The BWF WOW I Made That education programme, designed to familiarise students with the wood and furniture industries, through a structured learning approach. It is aimed at students in years 9 to 12, it is mapped to the Design and Technology curriculum and provides teachers, tutors and students with range of resources, all designed to be engaging and easy to use.

> When asked "As a result of completing the **Wow I Made That!** programme, did any of your students express an interest in, or continue to further study in woodworking & joinery and construction?" **50% indicated** they moved onto a **L2 Apprenticeship** in Joinery and Carpentry (Architectural)

The BWF's WOW I Made That education programme is named in the recently launched Timber in Construction Road Map by DEFRA in the **Priority theme 3: increasing skills, capacity and competency across the supply chain,** "continue to promote timber-related careers in schools, colleges and more widely, for example through the British Woodworking Federation's 'WOW! I made that' initiative".

We continue to signpost members to valuable and existing external resources available for members to use, which is free. They are supported by the Construction Leadership Council, and the Construction Industry Training Board (CITB).

- **Talentview Construction** is a platform which members can showcase their business and post jobs, training providers can list apprenticeship and course details, whilst individuals looking to join the industry can research roles available and share their CV's.
  - 500+ any one time
  - 1800+ organisations registered
- **Go Construct** provides resources for anyone looking for a career in the construction and built environment sector. It showcases the many rewarding opportunities available and help people from all backgrounds to enter an exciting and growing industry.

17
members signposted by the BWF

62,000+
employees in the woodworking & joinery sector

QUALIFICATIONS, STANDARDS AND TRAINING DEVELOPMENT

In supporting the provision of apprenticeships vocational qualifications, the BWF remains committed to reviewing and updating National Occupational Standards (NOS), which is the platform for qualification development.

Occupational Standards Reviewed in 2023:
- Suit of Wood Occupations used in industry specific qualifications
- Architectural joinery
- Structural post and beam carpentry
- Heritage site carpentry
- Heritage architectural joinery
- Heritage structural post and beam carpentry

APPRENTICESHIPS

Uptake of construction and engineering apprenticeships has risen for the first time in six years, which is good news. As such, the BWF continues to work with education partners, awarding organisations and other stakeholders to maintain, review and develop sector apprenticeships.

173 TRAINING PROVIDERS WITH COVERAGE ACROSS THE UK
LEVEL 2 CARPENTRY AND JOINERY

125 TRAINING PROVIDERS WITH COVERAGE ACROSS THE UK
LEVEL 3 ADVANCED CARPENTRY AND JOINERY

15 TRAINING PROVIDERS WITH COVERAGE ACROSS THE UK
LEVEL 2 WOOD PRODUCT MANUFACTURING OPERATIVE

The BWF's involvement in the Level 5 Historic Buildings Apprenticeship continued in 2023 leading to the Institute for Apprenticeship and Technical Education (IfATE) approving the qualification.

SKILLS AND TALENT DEVELOPMENT CONTINUED

FIRE DOOR INSTALLATION TRAINING

In April 2023, the BWF and City and Guilds (C&G) jointly launched the new **Level 3 Award in Fire Door Safety Award** to assist in increasing the skills and knowledge of timber fire doors installation in the sector. This is a mandatory unit which sits alongside the **NOCN SiteRite Fire Door Installation Awareness Course** in the Level 3 Advanced Carpentry and Architectural Joinery Apprenticeship.

80
APPROVED TRAINING PROVIDERS

1,093
LEARNERS

15,000+
HOURS OF TRAINING

CONSTRUCTION T LEVEL ACTION GROUP

T Levels are technical-based qualifications in England, developed in collaboration with employers and businesses, with content that meets the needs of industry and prepares students for work, further training, or study. T Levels are two-year courses that can be studied by 16-18 year olds after finishing their GCSE's. Students can specialise in carpentry and joinery. This is currently being piloted by CITB with the BWF as a member of the Steering Action Group.

SKILLS RETENTION

WITForum

The Woodworking Industry Training Forum, known as the WITForum, is the joint BWF and CITB initiative to help address issues facing the sector on recruitment, skills and training.

WITFORUM AIMS:

WITForum Aims:

1. Increase and support the recruitment of new entrants to the sector
2. Continue to support the skills development and upskilling of the sector workforce.
3. Support formal education routes to career entry and progression for craft skills in the sector
4. Improve and grow the training provision infrastructure
5. Influence and/or broker services

- Meets 3 times a year

THE BWF PROVIDER HUB - ENGAGING WITH THE TRAINING PROVIDER NETWORK

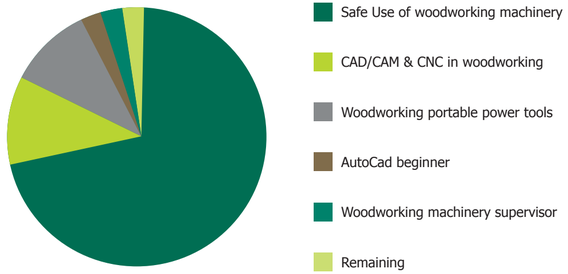
It is important for members to access quality training provision, therefore we develop strong relationships with many training providers enabling members to access a wide offering of training. Our **A-Z Course Finder** on the website remains one of the most visited pages keeping the team busy with training enquiries.

- From the website we received 151 leading to 362 training provider referrals
- 18 registered training providers
- 37 different training courses on offer for members

Throughout 2023, we received

22 member enquiries which led to **34** referrals

to our registered training providers.



BWF SUITE OF E-LEARNING COURSES

The BWF continues to offer online learning for members as a free benefit. 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)

E-Learning in numbers

FIRE DOOR AWARENESS – 329 REGISTRATIONS (128 IN TOTAL)

BECOMING A CERTIFIED LICENSED DOOR PROCESSOR – 30 REGISTRATIONS (128 IN TOTAL)

100% - COURSE MEETS LEARNERS EXPECTATIONS

BWF AUDITED ACCOUNTS

BRITISH WOODWORKING FEDERATION

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	2023 £	2022 £
Income	1,088,295	1,016,334
Administrative expenses	(1,059,753)	(1,055,174)
Operating surplus/(deficit)	28,542	(38,950)
Interest receivable and similar income	3,180	878
Surplus/(deficit) before taxation	31,722	(38,072)
Tax on surplus/(deficit)	(8,644)	(4,395)
Surplus/(deficit) for the financial year	23,078	(42,467)

BRITISH WOODWORKING FEDERATION

BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023 £	£	2022 £	£
Fixed assets					
Intangible assets	4		-		866
Tangible assets	5		585		2,259
Investments	6		100		100
			685		3,225
Current assets					
Debtors	7	89,811		236,516	
Investments	8	150,000		100,000	
Cash at bank and in hand		1,146,541		1,100,021	
		1,386,352		1,436,537	
Creditors: amounts falling due within one year	9	(428,306)		(504,109)	
Net current assets			958,046		932,428
Net assets			958,731		935,653
Reserves					
Income and expenditure account			958,731		935,653
Members' funds			958,731		935,653

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 19/03/2024 and are signed on its behalf by:

D Oldfield
Director

Company registration number 05817473 (England and Wales)

BRITISH WOODWORKING FEDERATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2023

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 100% of the share capital at the balance sheet date.

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 2023

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 2023

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 Employees

The average monthly number of persons (including directors) employed by the company during the year was 10 (2022 - 10).

4 Intangible fixed assets

	Online Courses £
Cost	
At 1 January 2023 and 31 December 2023	5,200
Amortisation and impairment	
At 1 January 2023	4,333
Amortisation charged for the year	867
At 31 December 2023	5,200
Carrying amount	
At 31 December 2023	-
At 31 December 2022	866

BRITISH WOODWORKING FEDERATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

5 Tangible fixed assets

	Office Equipment & Furniture £
Cost	
At 1 January 2023 and 31 December 2023	23,792
Depreciation and impairment	
At 1 January 2023	21,532
Depreciation charged in the year	1,675
At 31 December 2023	23,207
Carrying amount	
At 31 December 2023	585
At 31 December 2022	2,259

6 Fixed asset investments

	Shares in FDIS Limited £
Cost	
At 1 January 2023 & 31 December 2023	100
Carrying amount	
At 31 December 2023	100
At 31 December 2022	100

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

7 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	69,595	226,285
Other debtors	20,216	10,231
	89,811	236,516

BRITISH WOODWORKING FEDERATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

8 Current asset investments

	2023 £	2022 £
Term cash deposit	150,000	100,000

At the 2023 balance sheet date the company had invested £150,000 in a two year term deposit account with an expiry date of 22nd May 2025.

9 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	19,680	21,286
Corporation tax	8,644	4,395
Other taxation and social security	88,269	96,505
Other creditors	311,713	381,923
	428,306	504,109

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.

10 Deferred income

	2023 £	2022 £
Arising from subscriptions, exhibitions & events	298,363	376,923

11 Members' liability

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.

14 Statement of movements on income and expenditure account

	BWF	Fire Door/WIT Alliance	Forum	Stairs Scheme	Total
Balance at 1 January 2023	621,710	267,031	54,037	(7,125)	935,653
Surplus/(deficit) for the year	12,458	(9,189)	29,477	(1,024)	31,722
Taxation	(8,644)	-	-	-	(8,644)
Balance at 31 December 2023	625,524	257,842	83,514	(8,149)	958,731

BRITISH
WOODWORKING
FEDERATION

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

020 3870 5020

bwf@bwf.org.uk

bwf.org.uk