



# **Black Country Construction Excellence Club**

## **2008 Annual Report**

# Contents



- 2009 AGM Agenda
- Chairman's Report
- Treasurer's Report
- Club Secretary's Report
- Events Officer's Report
- Press and Advertising Officer's
- Sponsorship Officer's Report
- Membership Secretary
- Appendix 1 – Financial Statement

**NOTICE WAS GIVEN** that the Annual General Meeting of the Black Country Construction Constructing Excellence Club would be held at the Sandwell Council House Council Chambers, Annexes 1 & 2 Freeth Street, Oldbury, B69 3DE on Thursday 26<sup>th</sup> February 2009 commencing at 18.15 Hrs. via e shots (e mails) on 16<sup>th</sup> January 2009 and 16<sup>th</sup> February 2009.

## **MEETING AGENDA**

**Reception & Registration from 18:00**

**Meeting to Commence at 18:15**

### **ORDINARY BUSINESS**

1. To appoint a Chairperson of the meeting
2. To receive the Annual Report for the year 2008
3. To receive the Treasurer's Report for the year 2008
4. To elect new persons to hold the Officer's Posts :

The following Officers have held office in 2008:

Chairman:	Roy Casey
Vice-Chairman:	Keith Stanley
Treasurer:	Cecilia Pearce
Club Secretary:	Chris James
Events Secretaries:	Steve Perkins David Ravenscroft Mike Hughes Albert Charles John Felton
Press & Advertising:	Adam Frankling Sylvia Smith (joined post AGM elections)
Sponsorship Officer:	Jackie Ashworth
Membership Secretary:	Angela Nash
Community Liaison Officer:	Wayne Barratt
Environment & Sustainability:	Steve Davis (joined post AGM elections)

With the exception of 3 people, all of the above officers have offered to stand again. Keith Stanley, Chris James and John Felton are all standing down due to work commitments after holding their current posts for two years. Keith was the Chair of the Club when it held

a re-launch event in May 2006 which was the forerunner of the current Club. The Club wishes to express its deep gratitude to these officers for their contribution to date.

Following a recent workshop to determine the forward vision and strategy for the Club other Officers may be changing their roles.

No alternative nominations have been received prior to the meeting. If any are received from the floor at the meeting, these will also be considered. The Club is constantly seeking new officers to assist in the management of its business.

## Chairman's Report

I am proud once again of the efforts and success of the Club and its Officers in this, my second term of office as Club Chairperson. I would also like to thank our Speakers and Sponsors for 2008.

2008 has been extremely successful and seen us gain tremendous support from the local construction community as well as the opportunity to put something back into the local community through our Founding Event, when we undertook construction work for 4 local organisations in need of support. Alongside our sponsors of labour, materials and funds who made this possible it was a proud and rewarding day which we intend to repeat in 2009. We are always grateful to those who have the foresight to sponsor our effort as a contribution to support of local construction and its reputation.

Attendance at events was high, although subscription membership remained low – an indication that we are doing the right things in providing an attractive networking and knowledge sharing base for industry. This has led us to introduce a new policy of non-membership “pay on the door” at events which attendees indicated would be a preferred additional option to annual subscription.

The Club's Officers have again given of their time and effort freely as the Club is a voluntary not for profit organisation. A number have struggled to find the time necessary to fulfil all of their role due to other commitments but overall they have banded together and put on a great show in 2008 enabling us to have the confidence to plan another full year of 9 events in 2009 plus some additional activities such as Founding Event and our annual Taste of Construction engagement with local schools to promote Construction as a career choice.

Our success in 2008 has prompted some other organisations to express a desire to collaborate with the Club and we are pleased to be able to do so. There will be some jointly run events in 2009. Promotion of the Club's activities in press, publications and regional cross-industry liaison meetings will have helped us gain recognition in addition to our Members and event attendees talking about us in a positive manner.

2008 saw some strategic changes for the Club's operations. The commission of a new web site having CRM abilities has streamlined the way we are able to operate and serve member needs, the adoption of an e-shot mailing campaign and recording of our funds in a professional accounting package. These business improvements have stemmed from one driving source within the Officers to whom we are most grateful for inspiration – our Treasurer.

Finally, lessons learned in 2008 brought us to hold a series of workshops in early 2009 where we have reviewed our vision and strategy for 2009 onwards. This will result in a re-organisation of the club's management to effect improvements and for this reason we seek only election of Officers at the February AGM without specific roles assigned. We will communicate the outcomes and changes to you within the next few months – but it remains business as usual for the Club. The Officers have again proposed that we continue under my stewardship in 2009, for which I am grateful for their confidence.

**Roy Casey**  
*Chairman*

## Treasurer's Report

The Black Country Constructing Excellence Club commenced 2008 in credit and ends the year with a surplus of cash in hand.

The membership subscriptions rates for 2008 remained unchanged at £120.00 for Corporate membership and £40.00 for Individual membership. The rates will be increased to £125.00 and £45.00 respectively from 01/01/2009 and a policy of charging non-members for events at £10.

Details for the club income and expenditure are included in the Financial Statement in Appendix 1

All funds for the club are retained with HSBC at Cannock; all cheques must be signed by two of the Club Officer's as authorised signatories. The Club are also using online banking to ease the administration.

**Cecilia Pearce**  
*Treasurer*

## Club Secretary's Report

The year has been particularly busy for me which meant that I was not able to attend a number of the meetings. My thanks to Roy Casey and David Ravenscroft for the support they have provided in organising the meetings and writing up minutes.

The role of treasurer changed hands from Mike Hughes to Celia Pearce. Steve Perkins also had a change in his work which meant that he was unable to contribute as much time to club activities. Sylvia Smith joined the committee supporting Adam with press and advertising. Steve Davis joined the committee as well.

Meetings have been held throughout the year and generally been well attended. Dates of the meetings are shown below:

- 31<sup>st</sup> January - AGM
- 11<sup>th</sup> February
- 14<sup>th</sup> March
- 12<sup>th</sup> May
- 22<sup>nd</sup> May
- 2<sup>nd</sup> July
- 29<sup>th</sup> August
- 6<sup>th</sup> November
- 27<sup>th</sup> November
- 10<sup>th</sup> January – Workshop
- 7<sup>th</sup> February - Workshop

I would like to take this opportunity to wish all the best to the incoming secretary as I have decided that after two years of involvement with the Club to stand down due to commitments at work.

**Chris James**  
*Club Secretary*

## **Events Secretary's Report**

The challenge to the Events Secretary was to maintain the momentum from the first year to this. We have succeeded in this, and particular thanks are due to

### **Sponsors for providing venues for meetings:-**

- Sandwell Council
- Wolverhampton University
- Armstrong Integrated Systems
- Barhale
- Walsall College

They have provided a variety of locations within the Black Country.

### **Speakers for providing their expertise.**

Of particular note was Roger Wilson, who gave a talk on site waste management, even though he had finished his appointment with Envirowise (and came up from Banbury to support our June and November events).

### **Club Officers**

My 'day job' role changed during the year, which meant I could not devote as much time as previously in organising events. Other officers made the commitment to make things happen. My particular thanks are given to Cecilia and Jackie.

### **WMCCE**

Who continue to give us support.

We organised 9 events, with an emphasis on attraction to smaller businesses, and have been heartened by numbers attending (over 60 to the event of local authority building procurement in the Black Country). Events are mainly around presentations given by practitioners and experts at evening meetings, exceptions were a breakfast event, and the demonstration projects event in June, which is based on peer review.

We already have a full programme for 2009. We aim to be responsive to members' needs, so please tell us how you think we can improve our offer, in terms of format, subject, venues and timing. I am keen to arrange events which include discussion and debate.

**David Ravenscroft.**

*Events Secretary*

## **Press and Advertising Officer's Report**

The club's exposure during 2008 has grown to new heights as it is being recognised as being at the forefront of delivering results within the CE movement. The Club has featured in three Black Country newspaper articles, a WMCCE pod cast and WMCCE's own annual report.

Indeed, WMCCE's submission to Advantage West Midlands speaks volumes about the outside world's perception of our activities and success and the club has received requests from local companies – both large and small – asking how they can work closer with the club.

The first newsletter was published and distributed at Interbuild - along with a case study on April's Founding Anniversary Event - where the BCCEC was the only regional club to support WMCCE's efforts with volunteers to help man the stand. This gave the club officers a unique opportunity to talk face-to-face with members of the industry and try to understand its requirements more fully.

The new website was launched in September which provides members and interested parties with up-to-date information about events, details of Members and Officers, and a forum for industry members to discuss current and hot topics – again, this is a first for any regional club. Delegates can now book their places at events on line via the quick and easy booking form.

Overall, it has been a great year where the club has really been put on the map, which is imperative for its success through the challenging economic period the industry faces in 2009.

**Adam Frankling**  
*Press & Advertising Officer*

## Sponsorship Officer's Report

Sponsorship has created greater impact and interest at the events, and enhanced the perception of attendees whilst at the same time allowing sponsors to present their products and services to a wider audience.

Each 2008 event has been supported by at least one sponsor in an effort to cover costs but as the economic climate has taken hold, sponsorship has suffered with a reduction in revenue generated.

Sponsorship of Club events benefits the sponsor by linking it with local companies, raising awareness to members and guests and to those on the Club mailing list. Each month over 500 businesses and 1500 individuals, receive the events bulletin by email at least twice thus creating awareness of sponsors services and products and creating an association of that business with the club.

With the launch of the new website, the club can now offer sponsorship in two ways to construction interested and related businesses:

- Event sponsors are able to have their logo and a written piece about their organisation, its services and products for a full month on the current events page as well as exhibiting their business at the event at a very economical £250.
- Webpage sponsorship enables the company logo to be displayed on a web page for 6 months including a link to its website or a website of choice for £100.

I would like to thank all of our 2008 sponsors for their valued support:

- Armstrong Integrated Systems
- Barhale plc
- Brandon Hire
- Carillion
- Crown Paints
- City of Wolverhampton College
- DBH Offices Dudley
- Emcor
- Haden Young
- Learning and Skills Council
- Localrun Decorating Ltd
- Manufacturing Advisory Service
- Purelight Photography
- Sandwell College
- Sandwell M B C
- Skanska Construction
- Stourbridge College
- Success Train
- Travis Perkins
- University of Wolverhampton
- Walsall College
- Wates Living Space
- W Barratt Contractors Ltd

- West Midlands Centre for Constructing Excellence
- Westfield plc
- Wier Waste Management
- WSP

Sponsorship may be affected by the economic downturn but we will continue our efforts to source sponsors for the mutual benefits to them, as outlined above, the local construction community and the Black Country Constructing Excellence Club.

In addition to payment for sponsorship packages, the Club is always pleased to receive sponsorship through the use of venues and refreshments free of charge.

**Jackie Ashworth**  
*Sponsorship Secretary*

## **Membership Officer's Report**

During 2008, the first full year of operation, 33 members registered with the Black Country Constructing Excellence Club, including 23 corporate and honorary members and 10 individual members. This represents a fall of 20 members from the same time last year.

Although there is a good overall coverage of the sector there appears to be a lack of representation of professional advisers i.e. architects, cost consultants, project managers and surveyors, etc. and no input from client groups, including housing associations, other than Local Councils. It is proposed that these sectors together with construction contractors be targeted next year in order to achieve a broader picture and to encourage those looking to the Club for networking and business opportunities.

Individual and corporate members have continued to support the club although no new members were retained as a result of sponsorship of the wide variety of events that have taken place over the last year. The 9 honorary Corporate Members have given time and valuable resources to the Club over the past year and will, I hope, continue to support it.

Management of the membership records, previously depended on manual recording systems, have become more streamlined and interactive with the setting up of the new Customer Relationship Management system and the Club web site. Data transfer activities are ongoing and the Club looks forward to the operation of an interactive, symbiotic web site and CRM system through which to publish its information.

The challenges of membership retention following the initial push and inquisitive interest have been seized and a healthy core of positive members continues to support the Club. A change of strategy to take on-the-door payment for events takes into account reduced funding available to many construction related organisations and may affect membership numbers in the short term, but it is hoped that this strategy will provide promotional support of the Club. Vigorous recruitment and promotion of the Club throughout 2009 may create further positive interest for the future.

**Angela Nash**

*Membership Officer*

## ***Appendix 1 – Financial Statement***

### **BLACK COUNTRY CONSTRUCTING EXCELLENCE CLUB**

#### **TREASURER'S REPORT**

#### **INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2008**

		£	£
Balance at 1 January 2008			
	Bank - Current account	4,021.05	
	- Education account	867.52	
	Accrued income	1,145.00	
	Accrued costs	(136.49)	
		<hr/>	
			5,897.08
Income			
	Subscriptions	2,720.00	
	Sponsorship	900.00	
	WMCCE funding	3,500.00	
	Bank interest	17.15	
		<hr/>	
		7,137.15	
	Accrued income for 2007 not received	(395.00)	
	Accrued income for 2008	250.00	
		<hr/>	
		6,992.15	
Expenditure			
	Paid in year	4,390.41	
	Accrued costs	36.89	
		<hr/>	
		4,427.30	
Surplus for the year			2,564.85
Balance at 31 December 2008			<hr/> <hr/>
			£8,461.93
Represented by -			
	Bank - Current account	7,364.15	
	- Education account	884.67	
	Accrued income	250.00	
	Accrued costs	(36.89)	
		<hr/>	
			£8,461.93

Mrs.E.C.Pearce, Treasurer

#### **Accountants' Report to the Black Country Constructing Excellence Club**

We have examined the above Income and Expenditure Account and confirm that it is in accordance with the books and records of the Club for the year ended 31 December 2008.

Potter Thompson  
Chartered Accountants  
7 Malvern Road  
Worcester  
3 February 2009