



Black Country Construction Excellence Club

2007 Annual Report

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NOTICE WAS GIVEN that the Annual General Meeting of the Black Country Construction Constructing Excellence Club would be held at the Sandwell Council Chambers on Thursday 31 January 2008 commencing at 18.00 Hrs. via e-mail on 9th January 2008.

MEETING AGENDA

ORDINARY BUSINESS

1. To appoint a Chairperson of the meeting
2. To receive the Annual Report for the year 2007
3. To receive the Treasurer's Report for the year 2007
4. To elect new persons to hold the Officer's Posts :

The following people who have held office in 2007 are willing to be elected.

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
Sponsorship Officer:	Jackie Ashworth
Membership Secretary:	Angela Nash
Community Liaison Officer:	Wayne Barratt

If any alternative nominations have been received prior to the meeting, or from the floor at the meeting, these will also be considered.

Chairman's Report

The launch of this Club in April 2007 was a milestone for WMCCE and CE in re-establishing a full network of 6 clubs across the West Midlands. Since the launch other clubs in West Midlands have followed.

As a new Club we have been particularly successful, achieving new headlines in national CE Club events with both our Trade Fayre and our National Construction Week events being national firsts. In 2008 we hope to continue this lead in Club excellence with our April founding event and the issue of a student bursary in the autumn. Our efforts have not gone unnoticed and we have been featured both in the CE national Club e-zine and at their National Clubs Day in Cardiff which many Officers attended.

As will be seen, our financial position is sound. As a non profit making organisation our members can be assured that funds will put to use for the promotion of the Club, construction excellence and the benefit of the local construction community.

I hope we have placed the Club on the map in 2007 and that 2008 will see growth in membership and interest. Having said that, I can assure members that at 53 members in the first 9 months of life we are at the top end of Club excellence in this area too.

How do we do this? How do we create our own excellent example? Quite simply the key factor is the group of volunteers called Club officers whose enthusiasm, commitment and energy drive the Club on and allow us to aim for new heights. This of course would be wasted without participation and support of the local construction community and in particular those who have been kind enough to become paid up members and show their appreciation of the Officer's efforts. I am privileged to work with this team of dedicated change agents who believe that the construction industry can be continuously improved and that the Black Country is the focal point that deserves their efforts.

I commend their individual reports to you and my wishes for 2008 to be even more successful than 2007 proved to be. Excellence does not happen by luck – please re-join the Club for 2008 and lend us your support and enthusiasm.

Roy Casey
Chairman

Treasurer's Report

The Club ends its first financial year with a surplus of cash-in-hand.

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

All funds received are retained within accounts at HSBC Cannock. All cheque withdrawals from our current account must be signed by two of the Club Officer's as authorised signatories.

The Club Constitution requires that these statements of account are audited or independently examined. The Club is grateful to Charlotte Parsons for completing an independent examination.

Mike Hughes
Treasurer

Club Secretary's Report

At my first BCCE in meeting March 2007 I found myself agreeing to take notes and subsequently accepted the role as Club Secretary which I have enjoyed throughout the year.

In March the roles of Chairman and Vice Chairmen were filled by Roy Casey and Keith Stanley respectively with posts filled for Events and Press and Advertising and Treasurer also filled. Individuals needed to be found to take up the posts for Membership and Sponsorship.

Jacki Ashworth subsequently took up the Sponsorship post with Angela Nash taking on board Membership.

The role of treasurer changed hands from John Punch to Mike Hughes mid year. Adam Franklin and Steve Perkins also did a role swap with their respective Press and Advertising and Sponsorship roles.

Meetings have generally been held at around six week intervals on a Thursday. They have been well attended throughout the year.

Chris James
Club Secretary

Events Secretary's Report

The 6 events the club has run since launch in April 2007 has demonstrated the following:

- A variety of locations for venues. We consider it important to spread the locations for events amongst the 4 local authority areas that define the club.
- A reliance on the hospitality of.
 - Stourbridge College
 - Wolverhampton University
 - Walsall College...to provide the venues at no cost to the club. We are extremely grateful to them
- A willingness to experiment with start times of events. We have now run a successful event with a 7 a.m. start time
- A variety of formats, including
 - a trade fair and free 'share my knowledge' seminars
 - A showing of Al. Gores film 'An Inconvenient Truth, and expert panel discussion afterwards,
 - Events involving school children attending local construction colleges as part of Construction Week.
- A variety of objectives, including
 - Keeping members up to date with the implications of legislation, including
 - New CDM regulations
 - New CIS tax regulations
 - Making members aware of development opportunities in the area
 - Providing feedback and peer review for Constructing Excellence Demonstration Projects.
- An encouragingly high attendance level. The launch event and 'An Inconvenient Truth' both attracted over 80 people, and the trade show 100.

Officers are gaining experience in their roles, and hope to improve events as a result. In order to do this, we need t feedback from the membership on subjects, venues, and times. To be successful, we need to achieve a level attendance which will allow meaningful networking for our membership.

David Ravenscroft
Events Secretary

Press and Advertising Officer's Report

Before its launch in April, the club had to decide on a name and logo. It developed the 'Four Boroughs' logo as is appears today, with acknowledgement to the local Chamber of Commerce. It incorporates the blue and red of other clubs in the region as well as including the outline of the four boroughs of Walsall, Wolverhampton, Sandwell and Dudley to clearly represent the region the club covers.

The club has been successful in getting some coverage in the local newspapers and Black Country Chamber's magazine, Prosper. Events that achieved particularly good coverage were the launch of the club in April, June's Trade Fair and the College Day for school pupils during National Construction Week in October.

After much deliberation, the club has developed its website (www.blackcountryceclub.com) in conjunction with Constructing Excellence. This will act as the main portal for communicating with members (current and prospective) and other target stakeholders. It contains information about the club's origins and what it sets out to achieve as well and a resource for news and information on upcoming events. Through a customer relationship management system the club is helping Constructing Excellence to develop, the website will also be a key tool for the club to record and manage its continuous campaign to recruit and retain members.

The club has also been represented at 3 trade shows since its launch; the Find it in Sandwell trade fair, Interbuild and another Find It In Sandwell event relating to the social and care sectors. These were successful in getting the club's message to a good cross-section of target companies and have resulted in enquiries from prospective members and sponsors.

Events have been well publicised via email which has resulted in good attendance at all events with 100 at the launch, nearly 300 at the college day and between 30 and 60 at most others. Each event has been preceded with a flyer to attract delegates, whether members or not. Speakers' organisations and sponsors are well advertised and explanation has been given about each presentation.

Looking to 2008, the club intends to achieve more consistent PR coverage for events and general comment pieces, develop and hone the website to make it an efficient and effective tool for Officers and members alike, target more small to medium sized enterprises for membership and ensure that events meet their needs.

As this report shows, the club has achieved a lot in nine months and will continue to do so over the coming year and it needs to shout about the good things it is doing to really gain the support and recognition from the region's construction and construction-related industries.

Adam Frankling
Press & Advertising Officer

Sponsorship Officer's Report

As a new club with low funds, we set out to obtain sponsors for each event so that revenue could be generated to strengthen the club's financial position. Sponsorship would create greater impact and interest at the events, and enhance the perception of attendees.

2007 has been successful with regard to sponsorship and the aims were met in terms of increased membership and image, resulting in a steady revenue stream. Each event has been supported by at least one sponsor in an effort to cover costs and it would be sensible to continue this ethos.

Regular sponsorship for the Club events links it with local companies, increases awareness of the Club and with membership for the year included in the cost, helps to expand Club membership.

The June Trade Fair engaged with 24 sponsors and successfully attracted visitors to the event. It is hoped to build on this for 2008, adding features of interest to the construction community, to attract greater footfall and increased opportunity to the sponsors.

As we approach the second year, I am mindful that to maintain our level of sponsorship we need to offer greater value to sponsors for their support. It is the intention to approach all past sponsors to offer web space on the Club website. This would take the form of company and/or product description limited to 100 words along with a link to their own website if appropriate.

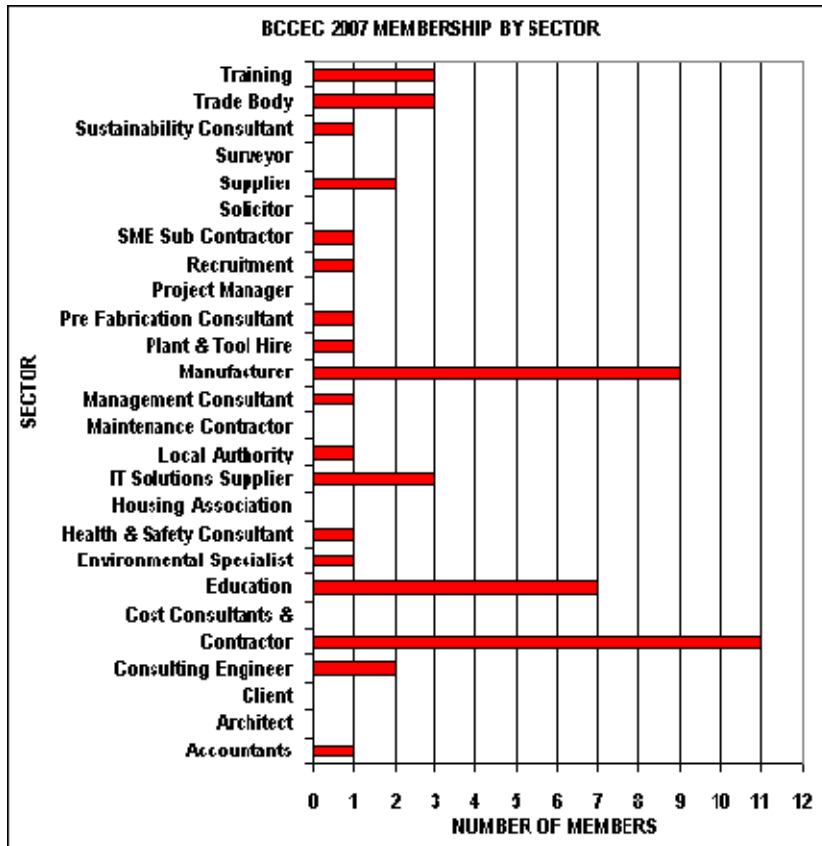
Included in this will be 2007 sponsors, so that they can benefit along with new sponsors in 2008. I believe that this approach will enhance the website visually, giving an established 'feel' to the site, as well as offering opportunity to the sponsor to showcase their business and product.

I will continue the work to ensure that sponsors benefit through association with the Black Country Constructing Excellence Club in the hope of achieving a greater reputation for the club and the construction community across the Black Country.

Jackie Ashworth
Sponsorship Secretary

Membership Officer's Report

April 2007 witnessed the launch of the Club, and by the end of 2007 there were 53 members registered with the Black Country Constructing Excellence Club covering many targeted sections as shown in the chart below:



Although there is a good overall coverage of the sector it should be noted that there is 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. It is proposed that these sectors be targeted next year in order to achieve a broader picture and to encourage those looking to the Club for networking and business opportunities.

Several individual and corporate members have joined the club as a result of direct application with 22 becoming members through sponsorship of a 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 has depended on manual recording systems and meetings between the Treasurer and the Membership Secretary to co-ordinate the records with the financial transactions. Whilst this long-winded approach enabled a good understanding of the issues involved, it is planned to become more streamlined and interactive with the setting up of the new Customer Relationship Management system and the Club web site.

There may be some challenges to be faced in 2008 when the invoices are sent for membership registration for next year, as many 2007 subscriptions were from sponsorship however the Club hopes that it has established itself sufficiently for individuals and companies to wish to take part irrespective of sponsorship now. Vigorous recruitment and marketing throughout 2008 should be employed to settle the Club into projected continuous membership growth for the future.

Angela Nash
Events Secretary

Appendix 1 – Financial Statement

Financial statement inspected by Charlotte Parsons BA(Hons) ACA dated 9th January 2008