



Black Country Construction Excellence Club

2009 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 University of Wolverhampton, Millennium City Building, Room MC301, Wulfruna Street, WV1 1LY on Thursday 25th February 2010 commencing at 17:30 via e shots (e mails) on 17th January 2010 and 14th February 2010 and it was also advertised on the Club's web site from January 2010.

MEETING AGENDA

Reception & Registration from 17:30

AGM Meeting to Commence at 17:40

ORDINARY BUSINESS

1. To appoint a Chairperson of the meeting
2. To receive the Annual Report for the year 2009
3. To receive the Treasurer's Report for the year 2009
4. To elect new persons to hold the Officer's Posts :

The following Officers have held office in 2009:

Chairman:	Roy Casey
Vice-Chairman:	David Ravenscroft
Treasurer:	Cecilia Pearce followed by Ian Priest
Club Secretary:	David Ravenscroft
Events Secretaries:	Steve Perkins (Lead Events Officer) Mike Hughes Albert Charles Angela Nash
Marketing & Media:	Cecilia Pearce Adam Frankling Sylvia Smith
Sponsorship Officer:	Jackie Casey
Membership Secretary:	Karen Whitehouse
Community Liaison Officer:	Wayne Barratt
Environment & Sustainability:	Steve Davis

Officer roles were agreed at two workshops held in January and February 2009.

During the year some Officers have stood down from Office due to other commitments and some have determined not to stand for office again in 2010. We are very sorry to lose the following officers from the 2009 group, and thank them all for their contribution to the Club's success:

- Cecilia Pearce
- Angela Nash
- Karen Whitehouse
- Sylvia Smith

We would particularly like to thank Cecilia and Angela who have been with the Club since 2007 when it was re-launched.

All of the other Officers above have offered to stand again.

During 2009 some new officers have joined us and the 2010 AGM is our opportunity to have them formerly elected by Club members. These Officers are:

- Ian Priest who has served as Treasurer since April 2009
- Dev Masih who joined the Officers in the marketing team in November 2009
- Les Hines who joined the Officers as Membership Secretary in January 2010

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

2009 has been a particularly proud year for me as I have seen the Club stretch itself to a new level. This has been my third term of office as Club Chairperson. I would also like to thank our Speakers and Sponsors for 2009.

In February 2009 the Officers set the Club a new Vision:

"To be a leading Constructing Excellence club in the UK which is recognised by all third parties in the Black Country as the organisation for information, knowledge, connections and the sharing of best practice in the construction related supply chain. Club events will be the place of choice to meet and learn, particularly for SMEs"

We believe that we have achieved much of this Vision, but are not complacent enough to think there is not still a lot to do.

2009 was extremely successful and saw us continue to obtain tremendous support from the local construction community as well as the opportunity to again put something back into the local community through our Founding Event, when we undertook construction work for a local organisation in need of support.

Attendance at events went up on the previous year, although subscription membership remained low for the third year – overall, an indication that we continue to do the right things in providing an attractive networking and knowledge sharing base for industry.

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 2009, running 10 events for the first time.

Following a survey of members and guests from 2009 we have now planned another full year of 10 events for 2010 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.

During 2009 we collaborated with some other organisations and ran events with CIOB, University of Wolverhampton and FORCE.

Roy Casey
Chairman

Treasurer's Report

Income on the year was down by over £1400 but the Club did not receive £3500 in support from WMCCE in 2009, which it had done in 2008.

Income from subscriptions, sponsorship and event donations rose by £1900. The summer BBQ event sales accounted for most of this additional income.

Write off of un-received invoiced income was £215 as against £395 in 2008.

Costs in the year were up by £4000; the July Summer BBQ cost £1800, the November Expert Panel Event cost £1500 and the Club spent £1092.97 on new Banners and promotional goods, so the additional expenditure went on two large events and new promotional goods

Once again, our Subscriptions for 2010 have not been increased.

The club does not pay for Venues, however we do pay for the catering and if members book an event we order catering to cover and have to pay for what is provided. This has been an issue when large numbers of non members book who would have paid on the door do not turn up but the Club has ordered catering for them at additional cost, expecting to receive £10 each that would cover catering and refreshments costs. The standard of the catering provided during 2009 has received good feedback and we do not wish to have to lower the quality.

In the current recession the Club aims to do as much as possible in terms of the members networking and learning - the surplus built up in previous years has been reduced but 2 very large events took place in 2009 for the benefit of the Clubs Membership and increasing the profile of the Club.

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; all cheques must be signed by two of the Club's Officer as authorised signatories.

Ian R Priest
Treasurer BCCEC

Club Secretary's Report

Committee members held workshops on 10th January and 13th February 2009 with the aim of agreeing a strategic vision for the future of the Club, and re focus the organisation to achieve those objectives. As a result it was proposed that the committee structure be reformed, so that events and marketing held separate meetings, with the leader of those teams reporting into a management group, however, this rearrangement of meetings was not able to take place due to two members of the marketing team being absent due to long term medical issues.

It is completely understandable, given the economic circumstances, that the voluntary time that Officers have to support the club becomes squeezed when they are concerned about their future livelihoods. We were therefore sad to accept the resignations of Sylvia Smith and Cecilia Pearce during the year. Sylvia was not with us for a long time, but she offered a focus and a challenge to other committee members about the meaning and practice of Marketing, by using her professional expertise in this area. Cecilia has been a stalwart of the club almost since its inception; she made a prodigious contribution to marketing and finance through a serious illness, I shall personally miss her robust common sense now that she has stood down as an Officer to concentrate on her own small business.

Lead Events Officer's Report

We have built on the success of last year to see increased numbers at our events. Particular thanks are due to the following in helping us to achieve this:

Sponsors for providing venues for meetings

They are listed elsewhere. We have continued our policy of spreading our venues between the 4 local authority areas in our patch

Speakers for freely providing their expertise

Highlights of the year were

- The Meet The Buyer event in February when 60 people attended an opportunity to meet one-to-one with the 4 local Councils in the Black Country
- The March Lean Construction event presented by Thomas Vale which was attended by 80 people
- The April Carbon Reduction Commitments & Renewable Energies event by WSP and Eco2Solar
- Our May event when the fortunes of the construction industry in recession were discussed
- The Building Schools for the Future event in June, organised by Chris James of Carillion, previously a Committee member of this Club
- Our joint barbeque and environmental event in July with CIOB and University of Wolverhampton, where there were some practical demonstrations of how to manage hazardous spillages, which attracted 80 people
- September brought us news of award winning customer service from Barhale and Severn Trent Water
- A group of Club members and guests joined the Coventry & Warwickshire club (FORCE) in October to see the new ACT UK simulation training centre
- The year closed with our November event, when we discussed whether the Construction Commitments were still relevant in a recession. The discussions were led by Professor Carl Chinn. Our panel of high quality were rewarded with a very high attendance at 80. The audience were able to demonstrate by the use of interactive voting technology that they had been swayed in all cases to be more positive about the commitments in the current climate and this was a very successful event.

Club Officers

My 'day job' role changed during the year, which made it more difficult to devote as much time as previously in organising events. Other Officers also made the commitment to make things happen so that we had successful events and Officers are of course always in attendance before meetings to facilitate events

WMCCE

Continue to give us support in all our work and at events.

Our Caterers

The policy of seeking donations from non members at the door led us to rethink our catering policy. We now offer a much more substantial range which has received good feedback. The quality provided by Jacksons Catering has been exceptional

The photographer

We changed our photographer during the year and Officers have been pleased with the results. As the photographer is my son Sam, he can be contacted via the Club

During the year we also staged two traditional events by the Club:

1. Our Founding anniversary event organised by our Community Liaison Officer Wayne Barratt. This time we undertook much needed clearance, decoration and fitting out work at the Lighthouse Project in Wednesfield
2. Our Taste Of Construction event where we provide an opportunity for Year 9 school pupils to visit local colleges and have a hands-on taste of what a construction career could be like. Five colleges were involved – Dudley, Sandwell, Stourbridge, Walsall, and Wolverhampton – although this year once again the Schools proved to be difficult to secure involvement from and disappointingly let down 3 of the colleges, however the Club has now provided this opportunity to 450 pupils over 3 years. We particularly thank Mike Hughes of Wolverhampton College, a fellow Club Officer, who allowed the regional schools event “Building People” to be staged at his college this year thus helping the organisers to overcome their shortfall of sponsorship from industry in difficult economic times.

Steve Perkins.

Lead Events Officer

Press and Advertising Officer's Report

2009 has been the year of growth for the Club. Record numbers of delegates have attended events (an average of 51 over 10 events this year) and the Club is enjoying far greater awareness and recognition at industry level. The fact that our Chairman, Roy Casey, has been elected as Chairman of the National Clubs Steering Committee is in itself tribute to the success we have had in the Black Country.

In January and February, the Club Officers spent time to draw out the structure and focus of the BCCEC for the next 3 years. They agreed on what success would look like and what is needed to get there. The Club's Vision has been promoted at events:

*“To be a leading Constructing Excellence club in the UK which is recognised by all third parties in the Black Country as the organisation for information, knowledge, connections and the sharing of best practice in the construction related supply chain.
Club events will be the place of choice to meet and learn, particularly for SMEs.”*

All the Club's activities have been undertaken with this Vision in mind.

The website has been receiving on average 180 unique hits per month, again testament to the club's increased credibility as a focal point for the Black Country construction sector. This will mean that the function of the website needs reassessment to change from an information source to a useable, interactive tool for members and guests, which will be considered by the marketing team during 2010.

There has also been a 4-page article on the success of the Club in the October edition of the Chamber of Commerce's *Prosper* magazine which in itself increased interest locally, whilst the

Club was represented on the WMCCE stand at Interbuild and on the CIAPS stand at the Find it in Sandwell' *Meet Sandwell Council's Supply Chain* conference.

With this success comes expectation. The Club has therefore produced support material for its events and networking, including business cards for the Officers, promotional pens and notepads and two new banners for displaying at exhibitions and events. This has helped to build the Club's brand which is a spring-board to building on the Club's success in 2010.

If 2009 has been the year for growth, 2010 needs to be the year for credibility. The Club has learned from those events and activities that were most successful and will continue on this thread for the future. Members can expect to see interactive opportunities to learn and have their say on current issues which will be supported by informative, useful and current marketing material both online and hard copy.

Subject to it being ratified at the Annual General Meeting, the Club is delighted to welcome Dev Masih, Director of Jaw Business Solutions Ltd, to the marketing team. As well as his dedication to networking and promotion, Dev's expertise in health and safety will be a great asset to the BCCEC. He has already begun management of our web site which has been outsourced since Cecilia Pearce was do sadly forced to stand down as an Officer through ill health.

Adam Frankling
Press & Advertising Officer

Sponsorship Officer's Report

Sponsorship revenue reduced this year to £1500 as businesses understandably were unable to source funds for non essential purchases. However, the gap in funds was someway filled by the £10 donations from attendees of each event.

Whilst funds were tight from prospective sponsors, many were able to help in other ways, providing a venue, presenters or refreshments for an event, which they did free of charge.

Sponsorship of Club events benefits their business by linking it with other local companies, raising awareness to members and guests and to those on the Club mailing list.

Each month the number of companies and people receiving our events bulletins increases. In January 2010 the number had risen to over 740 businesses and 1970 individuals receiving the events bulletin by email at least twice a month thus creating awareness of sponsors services and products and creating an association of that business with the Club.

The Club can 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 2009 sponsors and presenters for their valued support:

- Barhale plc
- BCS
- Carillion
- Chamois Kitchens
- CIAPS
- Crown Paints
- City of Wolverhampton College
- Dudley MBC
- Eco2solar
- ESOpS
- Find It In Sandwell
- PMC Energy
- Professor Carl Chinn
- Sandwell MBC
- Severn Trent Water
- Skanska Construction
- Stourbridge College, ATC
- Thomas Vale
- University of Wolverhampton
- Walsall College
- Walsall MBC
- Wayne Barratt Decorating and Maintenance
- West Midlands Centre for Constructing Excellence
- Wolverhampton City Council
- WSP

Jackie Casey

Sponsorship Secretary

Membership Officer's Report

During 2009 our membership remained at the same level as 2008, with 33 members comprising 17 corporate and 16 individuals which showed a change in the balance between corporate and individual.

There continues to be a lack of Client and professional advisor membership. However, it is interesting to note how many of those attend events but chose to make a donation rather than taking out membership. The Club's overall focus is on event attendance and value, so although we are not hung-up on membership numbers we do concern ourselves over the greater value membership will bring to those making entrance donations at events – for example, attending five events cost less for someone who is an individual member and those who attend regularly would bring their cost of attendance down to circa £5 per event.

Some memberships are given as Honorary Members to Colleges, University, etc who have again given time and valuable resources to the Club over the past year and will, I hope, continue to support it.

This post is currently vacant and subject to ratification at the AGM will be taken up by Les Hines of Proactive Personnel.

Membership Officer
pp Roy Casey

Appendix 1 – Financial Statement

Balance at December 2008

Bank	Current Account	£	7,364.15	
Bank	Education Account	£	884.67	
	Accrued Income	£	250.00	
	Accrued Costs	-£	36.89	
				£ 8,461.93

Income 2009

	Subscriptions + Sponsorships to Bank	£	5,577.47	
	Subscriptions + Sponsorships to Petty Cash	£	60.00	
	Bank Interest	£	0.48	
	Accrued Income as Accrual Sheet Detail	£	285.00	
	Accrued Income 2007/8 write off	-£	215.00	
				£ 5,707.95

Expenditure 2009

	Paid in Year Bank Accs	£	8,192.31	
	Paid in Year Petty Cash	£	48.74	
	Accrued Cheque as Accrual Sheet Detail	£	215.16	
				£ 8,456.21

Deficit in the Year

-£ 2,748.26

Balance as at 11th January 2010

£ 5,713.67

Represented By

Bank	Current Account	£	5,071.55	
Bank	Education Account	£	562.95	
	Petty Cash	£	11.26	
	Accrued Income 2009	£	285.00	
	Accrued Costs 2009	-£	215.16	
	Adjustment to balance	-£	1.93	
				£ 5,713.67

These accounts have been submitted to the Club's accountants for independent audit