



Thetford Manufacturing Excellence Club Meeting
Thursday 21st September at 14.45
Keystone Innovation Centre, Croxton Road, Thetford, IP24 1JD
(01842 766018)

MINUTES

1. Attendance

Richard Bridgeman	Warren Services (Chair)
Ralph Burton	Breckland Council (Facilitator)
David Wilkin	Keystone Innovation Centre (Speaker)
Laura Chellis	UEA (Speaker)
Russell Evans	www.justjobsnorfolk.co.uk (Speaker)
David Turnbull	www.justjobsnorfolk.co.uk (Speaker)
Matthew Roper	The Buying Agency (Speaker)
Alastair Rhind	Rev Project (Speaker)
Lindy Warmer	Breckland Council
Ron Decelis	EEIA
Charles Fenton	Click Clack Ltd
Ian Rudling	Comtec Ltd
Andrew Blades	Glunz & Jensen
Debra Wing	HJW Precision Engineering
Stephen Wing	HJW Precision Engineering
Nick Overton	Machined Precision Components Ltd
Tom Palmer	Merit Plastics
Gord Young	MTCE Ltd
John Home	Parker Hannifin
Mike Marshall	Parkes Products
Andrew MacAllan	Performance Plus Partnership
Brian Greengrass	SBS Ltd
Susan Glossop	Thetford Manager
Stephen Basey-Fisher	Century Logistic
Dave Dixon	Garmet Ltd
Derek Hillyard	Hethel Engineering Center

2. Apologies

Ray Wheeler	Guardline Technology Ltd
Roger Moore	EEIA
Bob Milton	Comtek Engineering
Ernie Panks	Dawsons
Lester Sharp	Dawsons
Colin Wilmslow	Detail Plastic Components
Derek Killaspy	Fireworks Fire Protection Ltd
Clive Dopson	Group Lotus
Sarah Johnston	Hayssen Europe Ltd
Nigel Clark	J A Clark & Co Ltd
Bobby McGregor	Jeyes Ltd

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Carol Hodges	JobCentre Plus
Kevin Whitefield	Active Technologies
Trevor Webster	Baxter Healthcare
James Boughton	Blake & Broughton Ltd
John Kennedy	Boniface Engineering
Mark Preston	Bridgeland Engineering
Edward Rudd	C.S.I. Ltd
Graeme Werrell	C.S.I. Ltd
Lee Hunton	Machined Precision Components Ltd
Mark Duff	Multyork
Craig Saudners-Johnson	Parker Hannifin
Doug Berwick	Parkes Products
Rob Howard	PCT Ltd
James Grint	Peerless Plastics & Components
Paul Nichol	United Forktruck Ltd
Ken Rose	Wrightform Ltd
Chris Ward	WT Atkin
Andrew Howard	Goodwood Engineering
Stephanie Howard	Goodwood Engineering
Oliver Booth	HMC Ltd
Ann Rivett	Helmsman Ltd
Iris Bailey	Karis Welding Services Ltd
Karl Darby	Karis Welding Services Ltd
Andrew Barwood	Bowles & Walker Ltd
Lynne Wellbelove	Breckland Precision Engineering Ltd
David Holdham	Centurion Safety Products Ltd
Phil Allwork	North East Equipment Services
Andrew Barnes	Powertrain Technologies
Neil Adams	Premiair Solutions Ltd
Gary Clark-Ward	Marketing Displays UK Ltd
Dave Rice	Trox UK Ltd

3. Welcome

Richard Bridgeman welcomed everyone to the meeting at the new Keystone Innovation Centre and thanked Ralph for organising the meeting and speakers and for providing the funding to have the meeting at the Centre.

4. Keystone Innovation Centre Tour & Overview

David Wilkin welcomed everyone to the Keystone Innovation Centre which is a new concept in business space for Thetford and the surrounding area. The building had been funded out of the variously funded CER package. It offers virtual offices, all sizes of office space up to the large panoramic open floor top suite. There are also a range of meeting rooms and seminar rooms. Income over expenditure created from the Innovation Centre will allow Keystone Development trust to continue delivering social support to the communities in Thetford. Currently Keystone focused on activities such as is supporting young people, immigrant work support and supporting the voluntary sector.

David Wilkin (Business Development Officer), Tel 01842 766018, Email david.wilkin@keystonetrust.org.uk

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Ralph Burton, Economic Development, Breckland Council
Tel: 01362 656205 Email: ralph.burton@breckland.gov.uk Web: www.breckland.gov.uk



5. Knowledge Transfer Partnerships – ‘Funded projects enabling companies to utilise knowledge and expertise from Universities across the country’

Laura Chellis, the UEA Knowledge Transfer Partnership (KTP) Coordinator provide a presentation on how businesses can take part in a KTP. The KTP scheme enables large and small companies to access university expertise and apply it in their business. Projects last from 1 – 3 years and employ a recent graduate in the work place. Supervision is carried out jointly by the company and one or more academics. The projects attract support funding via the DTI of up to 50% per year. Average total project cost is £55K per annum. The rewards are significant with increases in turnover and new ways of working being just some of the outcomes. The presentation included:

- What is a knowledge transfer partnership?
- KTP mission
- Objectives
- Company partners
- KTP sponsors
- How does a KTP work?
- UK benefits
- Driving forces
- Project models
- KTP in action
- Company benefits

Laura Chellis (UEA - Knowledge Transfer Partnerships Coordinator), Tel: 01603 591574, Email: l.chellis@uea.ac.uk

6. Purchasing Together – ‘How to increase buying power and reduce costs’

Matthew Roper from the Buying Agency provided a presentation which included the following:

- What is the Buying Support Agency?
- What determines your purchasing power?
- SME Purchasing Survey 2006
- Do you bring together your purchasing expenditure to review your total spend?
- How often do you review your purchasing expenditure?
- Is your business a member of any buying consortium?
- How you boost your purchasing power
- How consortia work
- Benefits of consortia
- Join the BSA consortium **FREE OFFER FREE LIFETIME MEMBERSHIP OF THE BSA CONSORTIUM IF YOU JOIN BEFORE THE END OF 2006** (typical annual membership is £495 + VAT)

Q What is the value of spend through the BSA?

A The BAS has been in operation for about a year, now into several £m. A lot of members are through trade associations.

Q Do you have to use the suppliers through the BSA if you sign up?

A No – not locked in – can walk away at any time.

7. www.JustJobsNorfolk.co.uk – ‘Free advertising for jobs in September for the only dedicated Norfolk recruitment website’

Richard introduced Russell Evans and David Turnbull who had recently set up the new JustJobsNorfolk website.

Russell explained that it is the only dedicated jobs website for Norfolk.





Job seekers can view the widest range of jobs in Norfolk at any time and can receive e-alerts to new jobs once they have registered.

The reason for developing this site is due to the existing high cost of jobs advertising in Norfolk i.e. through the EDP and lack of choice.

Russell is aiming at 10% of the jobs market share within 12 months.

Employers can change their advert online whenever they like.

Recently Bennetts had an advert which had 400 applicants. Currently employers can put jobs online for free from September.

The site also includes job hunting tips and a CV template for job hunters. JustJobsNorfolk are spending £250k on advertising to create the brand.

Russell offered a discount of the Manufacturing Club got together as a group – although someone would need to coordinate this.

Q Does the site include temporary staff?

A The database will automatically email all registered users of any new job.

Q How is this website different to Monster?

A In essence it is a Norfolk only website.

Helen Cannell (JustJobsNorfolk - Account Manager), Tel: 07788723160, Email:

helen@justjobsnorfolk.co.uk

8. Rural Enterprise Valley – ‘Cash grants for engineering and motorsport businesses in Breckland’

Alastair Rhind is the new Rev Project Manager and provide a presentation on the current position of Rev. The presentation included:

- The purpose of Rev
- The 6 elements of Rev
- Rev Business Grant
- Possible grant uses
- Ineligible grant uses
- Rev – Where are we now?

Business Grant packs were distributed, however members were cautioned that the grants could not be authorised until the project was officially launched, however members can start to write their applications. Alastair urged potential applicants to work with the Rev project team in developing their applications.

Alastair Rhind (Rev Project Manager), Tel: 01842 756529, Email:

alastair.rhind@breckland.gov.uk **REV Office: Room 701, Breckland House Business Centre, Thetford**

9. AOB

Derek Hillyard from the Hethel Engineering Centre circulated information on the Autumn 2006 Masterclass and Energy Saving in Manufacturing directors briefing.

10. Close and Date of next meeting

23 November 2006 – venue to be confirmed