



WORKING FOR
INFRASTRUCTURE



WELCOME TO CECA

About CECA

The Civil Engineering Contractors Association (CECA - pronounced 'see-ka') is the foremost representative body for civil engineering contractors in the UK.

CECA was established in 1996, but its provenance stretches much further back as it was born out of the Federation of Civil Engineering Contractors, which was first established in 1919.

Today CECA has over 300 member companies employing more than 250,000 people and our members deliver around 80% of all civil engineering activity in the UK, work worth around £15 billion every year. CECA members range from the largest infrastructure companies in the UK to smaller specialist SMEs. Our members build and maintain the UK's infrastructure networks in transport, energy, water, waste and communications.

www.ceca.co.uk



WORKING FOR INFRASTRUCTURE



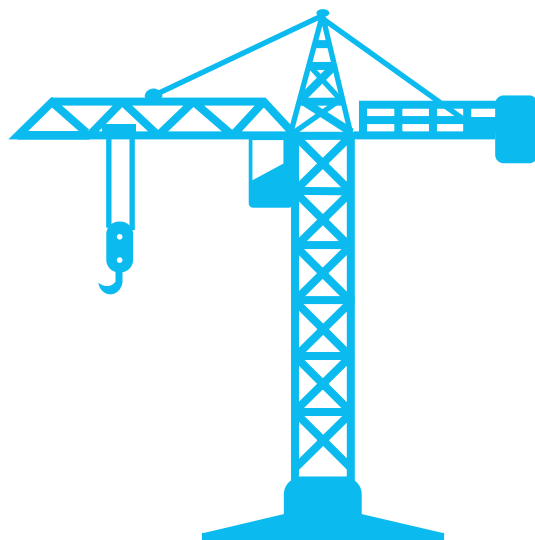
Established in **1919** as FCEC



Over **300** member companies



Over **250,000** people employed by members



Representing c. **80%** of civil engineering activity in the UK



Member activity equates to over **£15 billion** per annum



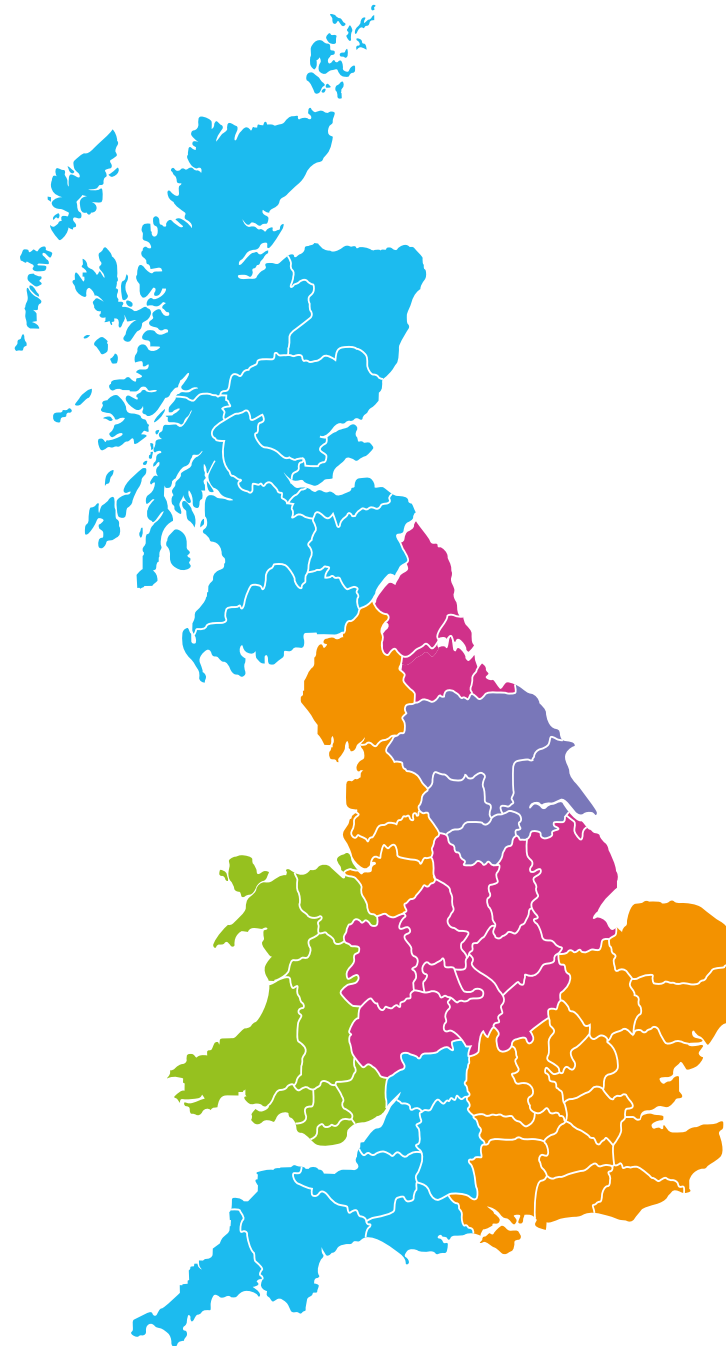
Working for Infrastructure

REGIONS & DEVOLVED NATIONS

CECA members are supported by a network of six regional offices across England, a national office in Westminster, and offices in the devolved nations of Scotland and Wales.

CECA's regions and devolved nations are:

- CECA **Scotland**
- CECA **North West**
- CECA **North East**
- CECA **Yorkshire & The Humber**
- CECA **Wales**
- CECA **Midlands**
- CECA **Southern**
- CECA **South West**



CECA NATIONAL

CECA's national office at the heart of Westminster provides an overview and influences government on behalf of members and the civil engineering industry. CECA (Scotland) and CECA (Wales) maintain close links with parliamentarians in the devolved administrations of Holyrood and Cardiff.

Core priorities include:

Representation

- We develop and maintain close relationships with clients, government and the media
- We promote members' expertise as widely as possible
- We ensure that government policy develops in a way that positively supports the interests of members
- CECA sits on the Construction Leadership Council & is represented on CIJC
- We meet regularly with elected politicians, as well as key opposition MPs, civil servants, and other industry stakeholders.

People

- We work with organisations to ensure members have the best opportunities to benefit from available training funding
- We lobby to ensure both national and local governments take steps to address the skills gap, attract new entrants to our industry, and upskill the workforce
- We promote diversity through Inspiring Change conferences and awards
- We support the delivery of the industry's Fairness, Inclusion and Respect programme
- We support negotiations for the Working Rule Agreement and ensure CECA member companies are heard in negotiations at all levels of industry.

Becoming a member of CECA connects civil engineering businesses to a brand that is trusted, strong, and influential.

Health & Safety

- We are part of the Health & Safety Executive's Construction Industry Advisory Network (CONIAN)
- CECA's Health, Safety & Wellbeing Group lead the conversation in establishing the best standards across industry to the benefit of companies and their employees
- CECA, along with charities such as Cancer Research and Mates in Mind, deliver the 'Stop. Make a Change' campaign, which promotes industry stand downs to focus on health, safety and wellbeing in which hundreds of thousands of workers participate each year

Industry Issues

- CECA supported and encourages the roll out of *The Construction Playbook*
- Procurement (including PQQs) is a key issue for CECA members. We work to develop policy to minimise bureaucracy and cost in establishing what 'good' looks like and encourage best practice across the supply chain
- We publish the CECA Blue Form, Schedules of Dayworks, and quarterly Workload Trends report, as well as a range of specialised policy reports
- We host 'meet the buyer' events with the largest UK and world-wide clients
- We deliver supply chain conferences for the highways, rail, water and power sectors

- We work in partnership with other trade bodies to identify and address emerging issues in the infrastructure sector and construction industry as a whole
- CECA advises its members on a range of technical issues on a bespoke basis
- We work with members to achieve net zero and reduce carbon emissions as efficiently as possible.

6

ENGLISH REGIONAL OFFICES

1

SCOTLAND OFFICE

1

WALES OFFICE

1

LONDON OFFICE

CECA SOUTHERN

About CECA Southern

The CECA Southern regional office services 78 members located throughout the wider Southern region. We bring a range of benefits and support to our valued membership at local level.

CECA Southern delivers activities and events which provide business and social opportunities to enable members to network at a national and local level. We support your business every step of the way and deliver a vast array of services designed to give you the very best from your membership of CECA.



MEMBER BENEFITS

CLIENT LIAISON - CECA is instrumental in arranging regular client liaison meetings with the most significant national and regional clients, including:



COUNTY COUNCILS - In addition CECA Southern organises regular client liaison meetings with Buckinghamshire, Cambridgeshire, East Sussex, Essex, Hampshire, Hertfordshire, Kent, Norfolk, Oxfordshire, Suffolk, Surrey, and West Sussex County Councils

TRAINING & DEVELOPMENT - Free and subsidised schedule of training activities including commercial and contractual seminars, leadership and management training, and other topical events

GROWING THE WORKFORCE - Careers Events, schools engagement, working with local colleges & universities, supporting apprenticeship programmes; all with the assistance of the NextGen CECA Southern Foundations Group

BRANDING - Use the CECA Brand which is strong, reliable and influential

EQUALITY & DIVERSITY - Inspiring Change Conferences & Awards, FIR Programme

ANNUAL LUNCH & AWARDS - An opportunity for networking, for your employees to be recognized, and for your business to shine and the industry's new entrants to be celebrated

NETWORKING - Social events & activities, and professional networking through industry forums

FREE HELPLINE - Taxation, Contractual Advice, Employment Law issues, Health & Safety, Environmental, Technical

FREE PUBLICATIONS - Schedules of Dayworks, Blue Form, and more

WEBSITE & SOCIAL MEDIA - Company logo and link, Capabilities Directory Listing and the promotion of CECA members through our social media channels

BRANDING - Use the CECA Brand which is strong, reliable and influential

WHY JOIN CECA?

Being a CECA member connects civil engineering businesses to a strong brand and business network that is recognised as the voice of the infrastructure industry.

- CECA represents members' interests by raising their issues with Government, potential client organisations and stakeholders. Close links have been developed with Government ministers and key decision makers in relevant Government departments, the Scottish Government and Welsh Government, as well as with local MPs, MSPs, AMs and local authorities throughout the country.
- CECA promotes the skills and expertise of members and the vital role the sector plays in the social, economic and environmental wellbeing of the UK.
- CECA provides the opportunity for member companies to meet and discuss industry issues with major clients and others who both influence workload and the manner in which the industry operates.
- CECA offers an array of Industry Specialist Groups which share best practice, innovation and encourage cross industry networking.
- CECA provides training and support for skills development, much of which is delivered free of charge.
- CECA advises on legislative matters, and issues affecting the sector.
- CECA provides support to representatives on the Contractors' Legal Group.
- CECA keeps the Dayworks Schedule under review and provides free advice on the content.
- CECA produces an annual Accident Report for civil engineering construction sites.
- CECA advises members on the Construction Industry Joint Council (CIJC) Working Rule Agreement with regular briefings.
- CECA provides members with a free monthly taxation briefing.
- CECA publishes 50 Weekly Updates per annum.
- CECA permits the use of their logo to members which connects their business to a brand that is trusted, impartial and a reflection of quality.

CECA recognises that its 300+ members are all different, as are their needs and aspirations, hence the broad range of services we offer.

"CECA has provided our business with a consistent high level of advice, support, and client liaison over many years" - Brian Crofton, Managing Director, Jackson Civil Engineering



Roads



Water



Highways
Maintenance



Environment



Procurement



Energy



Transport



Public
Affairs



Training &
Development



Fairness, Inclusion
& Respect



Legal



Foundations



Rail



Health, Safety &
Wellbeing



Coastal &
Marine

CECA SECTOR GROUPS

Open To All Members - Run by Members for Members

CECA runs a number of sector and issue-specific industry groups which meet regularly throughout the year.

If your company becomes a CECA member, you are entitled to join any or all of these groups to network, hear directly from HM Government, major clients in all sectors, and other high-level industry stakeholders, and engage in the work CECA does to improve the business environment for our members.

Recent speakers have included the Department for Transport, HS2, Network Rail, Highways England, Tideway, Yorkshire Water, Heathrow, Transport for the North, the Environment Agency, and many more.

HOW TO JOIN

Membership has two defined routes: Full and Associate.

Full members are deemed to be civil engineering contractors or have within their business profile an element of civil engineering activities as set out in the full member application form. Full membership provides access to the complete range of products, services and support available from CECA. Full CECA Southern members, where their work is geographically spread, can also attribute a proportion of the subscription to an additional region/s so that they are able to access the local services of that region.

Associate membership is open to companies who work in association or on the peripheries of civil engineering contracting and wish to contribute to the industry and exchange mutual understanding, knowledge and expertise. We welcome applications from well-intended companies, however the selection process is rigorous and associate members do not have the same rights as full members.

FULL MEMBERSHIP

The CECA Southern Ltd Board review the suitability of companies applying for Full Membership - their decision is final and without recourse. Prospective applicants to become full members of CECA Southern should:

- Be registered in the UK as a limited company with a civil engineering turnover of at least £500,000 per annum.
- Have a registered office in the geographical area of CECA Southern.

- Be registered for VAT.
- Be registered with CITB.
- Be engaged in Civil Engineering.
- Have traded for at least 3 years as a Civil Engineering company.
- Have at least one qualified Civil Engineer.
- Have a Quality Assurance System in place.
- Have compliant Health, Safety & Well-being and Environmental Policies.
- Have at least 60% of workforce with CSCS or equivalent cards.
- Conform to the general principles of the CIJC Working Rule Agreement and have Contracts of Employment for all employees.
- Adhere to the CECA Code of Conduct.

ASSOCIATE MEMBERSHIP

The following applies to prospective applicants for associate membership of CECA Southern:

- Be registered in the UK as a Limited Company.
- Have a registered office in the geographical area of CECA Southern.
- Carry out business activities closely allied and supportive of the civil engineering industry.
- Be registered for VAT.
- Be registered with CITB, if in scope.
- Have traded for at least 3 years.
- Adhere to the CECA Code of Conduct.
- Have a Quality Assurance system in place.
- Have compliant Health, Safety & Well-being and Environmental Policies.
- Conform to the general principles of the CIJC Working Rule Agreement and have Contracts of Employment for all employees.
- Associate Membership specifically excludes any rights to influence or amend existing constitutional matters or the manner, operations or policy of CECA Southern.
- Associate Members are expected to contribute to, and benefit from, the mutual exchange of information and expertise with CECA members and thereby broaden and enhance the mutual understanding of the needs and priorities of the industry.
- Associate Membership must never be sought or regarded as a platform or access route to CECA members for marketing purposes. Any Associate Member exploiting membership for such purposes will have their membership terminated forthwith.
- CECA Southern welcomes input and initiatives from Associate Members in furtherance of Safety, Welfare, Environmental and Technical Development issues and will be pleased to support such initiatives as appropriate.
- Associate Members will be entitled to attend and participate in all CECA Southern seminars, training courses and social events, but will not be eligible to join the CECA Southern Board. Associate Members may, however, be invited to attend and to contribute to the CECA Southern Ltd Board on matters of specific relevance and expertise.
- Applications for Associate Membership must be accompanied by a paper setting out what benefits the applicant can bring to CECA Southern and their expectations of the benefits they will receive from membership.
- Applications must receive approval by the CECA Southern Ltd Board.

CODE OF CONDUCT

We maintain a code of conduct that we expect our members to comply with; these have been written by our members and endorsed by the CECA Southern Ltd Board. These are that members should:

- Acknowledge the advantages of trading relationships being conducted in a fair and transparent manner.
- Recognise the confidence that is engendered by collaborative working by all members of the supply chain together with the promotion of a culture of mutual trust, which benefits all participants and the client.
- Treat their own supply chain fairly & equitably by choosing and negotiating forms and conditions of contract with equal treatment for all, and which identify, assess and allocate risk fairly.
- Commit to ensuring that all payments for work undertaken throughout the supply chain are paid when due.
- Provide and maintain a safe working environment for all, taking account of the CECA Health and Safety Action Plan and Strategy.
- Undertake any project with a responsible attitude toward the environment, the local neighbourhood and sustainability issues.
- Endeavour to meet the CECA aspiration of a 100% fully qualified workforce.
- Work with, and provide sufficient and accurate information to, supply chain partners in an open, fair and collaborative manner:
 - promoting the benefits of team-working.
 - establishing clear and effective lines of communication.
 - providing and encouraging early involvement of relevant supply chain partners to discuss client requirements and identifying solutions.
- Work together to deliver projects in accordance with an agreed programme within time, budget and standards of quality by sharing information on progress and establishing systems for monitoring and reporting performance.

NEXT STEPS

Whether you are wishing to join us as a Full or Associate member or just want to find out more then please contact the CECA Southern office for more information – we are always happy to hear from you.

To apply for membership, you can complete the enclosed application form and send it to us with your supporting documents. Application must be made by a senior member of the organization. Electronic versions are available for download at www.ceca.co.uk/southern or alternatively e-mail leonedonnelly@cecasouth.co.uk.

Large multinational companies without current turnover in the UK – fixed introductory fee of £10,000.

SUBSCRIPTION

Membership runs from January - December each year. (Applications can be made at any time during the year and charged on a pro rata basis.)

Full membership subscription is collected in a fair and equitable manner to reflect the size and turnover of each member company.

Where members indicate that they are operational in other regions/nations the single subscription can be apportioned internally by CECA so that they can access the other region's services and no additional subscription fee is required.

Maximum subscription fee-paying members get automatic CECA coverage across the UK.

Each individual Full member is deemed to be a member in their own right (irrespective of any member holding/owning company or association with any group of companies). If the company can prove they are part

of an existing member group/owning company they will be entitled to a 10% reduction off the standard subscription fee when **one or both** of the following criteria apply:

- Has a separate brand and identity from its holding/owning group
- Competes for business in its own right and in its own name

The turnover for Full membership is derived from the annual turnover from the company's last set of audited accounts for civil engineering as defined below:

Roads, Bridges, Drainage, Sewerage, Sewage Works, Piling, Sheet Piling, Foundations, Coastal Defence/ Protection, Marine Engineering, Bulk Earthworks, Remediation, Highway Maintenance, Surfacing, Telecommunications, Ducting & Cabling, Pipelines, Pumping Stations & Mains, Rail, Private Sector Infrastructure & Groundworks, Reinforced Concrete Structures, Tunnelling, Pipe Jacking, Cofferdams and Caissons and Specialist Civil Engineering Services.

Bands and membership fees:

Turnover up to £2.7m - £1200 Fixed Fee

Turnover Between £2.7m - £66.7m – Calculated at 0.045%

Turnover Above £66.7m - £30,000 (Maximum fixed fee – UK coverage)

Associate membership is a fixed fee at £1200 + VAT per region.

**Please note a 6 month notice period is required from any member wishing to terminate membership.*

For more information please contact Leone Donnelly by e-mail: LeoneDonnelly@cecasouth.co.uk

CECA SOUTHERN MEMBERSHIP





CECA (Southern) Ltd, 2nd Floor, East Wing, Metro House, Northgate, Chichester, West Sussex PO19 1BE

LinkedIn CECA Southern

@CECASouthern

www.eca.co.uk/southern