



Professional and Business Development for CEOs

Business Improvement Groups are an initiative of the BBL Group, supported by the Northern Areas Consultative Committee of the Federal Government and RMIT University.

Business Improvement Groups provide a forum where you, the decision-maker in your organisation, can meet with others for professional and business development.

Businesses are built by people. It is the quality and capabilities of the leaders of our businesses that determines our society's economic success.

The aim of BIGroups is to support you as the decision-maker, and usually the driving force in your business, through mutual support, knowledge sharing, and through introducing new ideas from which you and your business can benefit. We do this in a relaxed setting where you can examine issues, listen to the experience of others, ask questions, share your own knowledge and feel encouraged and supported.

The groups are small so that people can get to know each other so you have the opportunity to interact with presenters and other members, ask questions and really get to understand a topic and its relevance for your business.

Designed for Small & Medium Sized Businesses that Want to Grow

BIGs are specially designed to suit the needs of small to medium sized enterprises that have the ambition to grow, not for large corporates with their resources.

Themes for meetings come from the needs and interests of members. Presenters are chosen for their knowledge and understanding of small business as well as for expertise in their field.

"The BIG meetings are a great opportunity to mix with like minded business people, share challenges and help each other grow. The meetings are well facilitated and professionally run. It's a must activity in my month to broaden my horizons!"

MARK MCKENZIE, CEO GRAFFITI EATERS, BUNDOORA.



DAVID SCOTT / SUE NEALE

Lev.2, 19 Prospect St,
Box Hill, VIC 3128
Ph. 03-9499 8899

www.bbl-group.com.au

A Confidential Forum that is Flexible to Your Needs

A key purpose of the groups is to provide a private, informal environment where you, the decision maker in your organisation can freely discuss issues, problems, challenges that you are encountering and share your knowledge and experience with others. We'd like these discussions to be totally open so that members can raise any issue at all that they face – people management issues, business governance issues, customer problems, business organisational issues, etc.

To ensure that this kind of discussion flows freely and that members obtain real benefit from the discussions, guidelines are necessary so that there is a shared understanding and common expectations. It is essential that there is respect for privacy and that members have complete confidence that information that is shared will not be repeated outside the group, copied or used for any other purpose than the discussion at hand.

Building trust between members is essential and privacy is very important to all of us. All members will need to respect these strict rules. To this end, we believe that it is necessary for members to sign a confidentiality understanding that will be strictly adhered to.

Given the purpose and context as described above, you will appreciate that these groups are intended only for the hands-on, top decision-maker in your company. A group for senior managers may be established, but this is not it.

Meetings & Venues

Meetings take place on a monthly basis and last two hours, from 8.00 till 10.00 am. Light refreshments are available, such as coffee, tea, juice and biscuits or muffins.

Meetings take place in the Board Room at RMIT Bundoora West Campus, except for the twice yearly Open BIG Meetings.

There is networking time both before and after the actual meeting when members can get to know each other on many levels.

The first hour of normal meetings is for networking and discussion on current issues. A member may introduce a topic that they are concerned about and ask others for input.

In the second hour we will have either a **Presentation or a Workshop**. An invited speaker may make a presentation with plenty of time for question and answer afterwards or the facilitator may workshop a theme with the group or one of the members presents their case study.

Open BIG Meetings – While normal meetings are open only to members of that syndicate, Open BIG Meetings are a chance for members of all groups to come together and also to invite guests, from their own or other organisations. There will be networking time as well as a presentation(s) on a topic of wide interest. These take place twice a year.

Facilitation

Each group is professionally facilitated by a member of the BBL Group.

Membership

There is **no fee for membership**. New members are very welcome, but there are some criteria for membership.

- The member must be the prime decision-maker in his or her organisation.
- BIGs are not designed for the needs of small micro-businesses of just one or two people, nor for companies whose primary business is retail.
- Organisations can be either in manufacturing or service.
- Members are expected to attend two out of three meetings on average as otherwise they would be excluding a more keen prospective member.

Information & Research

We at the BBL Group are always interested in finding the most effective ways of assisting SMEs in growing their businesses. This is one reason why we have developed a close relationship with Prof. John Dalrymple of RMIT University.

BIGs are a new initiative for us and therefore we ask members to agree to cooperate from time to time in research on issues of concern that can contribute to the development of better public policy for the SME sector. As usual with this kind of research, data will be treated confidentially and anonymously, except where a particular organisation may agree otherwise, as for example with the development of a case study.

On occasion, BIG also contributes to the public debate on government policy affecting business.