

Date: Tuesday 9th August 2022 - Location: Teams Call

Attendees:

Aaron Reid (Balfour Beatty), Antoinette Irving (SCSS), Belinda Blake (National Highways), Briony Wickenden (CECA), Emer Murnaghan (Graham), Ian Heptonstall (SCSS – Chair), Jenny Simpson (SCSS), Joanne Mercer (Vinci Construction), Kevin Mcloughlin (K&M McLoughlin), Lorna Brown-Owens (Network Rail), Paul Aldridge (WJ Group), Osita Madu (HS2), Sara Gouveia (SCSS), Stephen Cole (CITB), Richard King (Osborne)

Apologies:

Dale Turner (Skanska), Emilia Harden (Network Rail), Fiona Coventry (CITB), Joanne Mercer (Vinci Construction), Jo Pottinger (BAM), Kevin Mcloughlin (K&M McLoughlin), Lucie Wright (CITB)

ACTIONS:

- ✓ **Action 232:** FIR Team to do additional research into the points raised during the presentation, as listed in section 1.
- ✓ **Action 233:** FIR Team to share diversity survey stats with regards to recruitment phases.
- ✓ **Action 234:** FIR Team to organise subgroup to address the data relating to black employee experiences and what is needed to raise awareness of this situation – volunteers included Aaron Reid, Lorna Brown-Owen, Stephen Cole and Osita Madu.
- ✓ **Action 235:** Steering Group to come back with comments to IH regarding hiring a third party/secondment for BW role.
- ✓ **Action 236:** FIR Team to finalise the job descriptions based on the comments from the group. This to be circulated to the group along with timescale and process outline.
- ✓ **Action 237:** FIR Team to reach out for volunteers for interview processes.
- ✓ **Action 238:** FIR Team to analyse Jamboard to create process for moving forward with 2023 vision.

1. Welcome & Introductions

Ian Heptonstall (IH) welcomed the group and started introductions.

2. Key findings from FIR Culture Survey Report

Sara Gouveia (SG) and Jenny Simpson (JS) took the group through both an overview of the campaign and some of the key findings of the report, in the following areas: survey respondents; quality of training & materials and its impact on businesses; changes businesses are making & impact the FIR Programme has had; and changes in FIR attitudes from 2016-2022.

The group made the following requests for the FIR team to do more research into on the 2022 survey:

- What was the survey completion rate?
- What is the gender split of the FIR Ambassadors?

- How are leaders and decision makers responding to 'what impact has the FIR programme had on your business' set of questions? Team to analyse this, to understand what leaders and decision makers responses looked like.
- Additional analysis around the negative statement on 'What changes are we seeing in FIR attitudes: 2016-2022' table, including the sample size of respondents from different ethnic backgrounds.

The group also discussed the following points and requested including these in next year's survey:

- add in "apprentice" to the job description section & how option to select how long respondents have worked in the industry
- understand what inclusive practices organisations already have in place
- plans for media engagement

3. Recruitment of replacement group members

3.1 Recruitment for role of Head of Programme

IH and Briony Wickenden (BW) began by discussing the current status of the group membership, highlighting the need to refresh members to bring in new ideas. IH invited the group to comment on the 'Head of Programme' job description that was circulated.

Aaron Reid (AR) mentioned that expressing the need for a commercial background may limit the responses. He also brought up the possibility of hiring a service provider as a replacement, with the group to come back to IH with comments on this.

BW stated it may be beneficial to hire someone who has been operating in another industry, as we have a good variety of skills currently in the group.

Until we know the future of the programme, the FIR Team are unable to effectively plan the scope of work for the new position. BW brought up the possibility of job share.

3.2 Recruitment for replacement Steering Group Members

Paul Aldridge (PA) put forward the idea of the client organisations putting a request out to their supply chains in order to get more SMEs involved. IH also mentioned reaching out to the FIR Ambassador's network.

Richard King (RK) mentioned utilising the CECA Foundations Group, providing a secondment into the Steering Group.

Stephen Cole (SC) discussed some potential avenues for the next generation role as well as the SME skill gap: Inspiring Change Awards winners and entries; and Undergraduates in the Higher Education sector who are seeking careers in the construction industry.

IH has requested 2-3 volunteers to be involved in the recruitment/interview process.

4. Programme for 2023 onwards

IH asked the group to utilise a Jamboard to collect ideas on what we should start, continue and stop doing regarding activities, sectors, and scale of enthusiasm going forward.

The FIR Team will prepare a process for moving forward based on the ideas from this Jamboard, as well as data from the FIR survey and other feedback methods.

5. FIR Action Log

We did not get onto this section due to time, however there are stats and figures available in the pre-reads that were issued. Steering group to get in touch with any queries.

6. FIR programme activities

6.1 Progress against plan

A progress report was tabled before the meeting for group members to review. Whilst we did not have the time to review in detail, IH gave a brief update that we are doing well against our targets, indeed significantly exceeding most. Any concerns or questions to be tabled to IH or SG after the meeting.

6.2 Proposed training activities

We did not get onto this section due to time, however there are stats and figures available in the pre-reads that were issued. Steering group to get in touch with any queries.

7. AOB

Antoinette Irving (AI) proposed holding the next meeting face to face, with agreement from the group.

IH requested the group to submit their company diversity reports, with the cut off being 5th September.

8. Next Meeting

The next meeting will take place on 9th November, 10:00 - 12:30; team will look into holding this in-person.