

Date: Tuesday 27th April 2021 - Location: Teams Call

Attendees:

Aaron Reid (Balfour Beatty), Antoinette Irving (SCSS), Anokhi Kalayil (SCSS), Belinda Blake (Highways England), Briony Wickenden (CECA – chair), Dale Turner (Skanska), Ian Heptonstall (SCSS), Lucie Wright (CITB), Paul Aldridge (WJ Group), Richard King (Osborne), Sara Gouveia (SCSS) and Stephen Cole (CITB)

Apologies:

Jo Pottinger (BAM), Joanne Mercer (Vinci Construction), Emer Murnaghan (Graham), Kevin McLoughlin (K&M McLoughlin) & Lorna Brown-Owen (Network Rail)

ACTIONS:

- ✓ **Action 195:** Anokhi to investigate any further trends amongst the “agree” and “strongly agree” statements within the FIR survey results.
- ✓ **Action 196:** Lucie Wright to update the group on any relevant CITB surveys carried out that may give further insights.
- ✓ **Action 197:** If anyone is interested in contributing to the FIR maturity assessment subgroup, please contact Ian/Antoinette.
- ✓ **Action 198:** FIR team to share the community engagement sustainability short and group to provide any feedback on how this could be improved, when considering FIR

1. Welcome & review of minutes of last meeting

Ian Heptonstall (IH) introduced the group and set the scene for the meeting, outlining the agenda items. Sara Gouveia (SG) talked through outstanding actions as per the action log on slide 5. Actions 191 – 194 have been closed. Briony Wickenden (BW) confirmed that the Inspiring Change Conference will be taking place during November 2021 and further details will be shared. IH introduced Anokhi Kalayil who has recently started working for Action Sustainability and will be supporting us on the FIR programme.

2. FIR programme activities

Outputs	Target to March 2021	Actual to March 2021	% Increase
Overall number of learners ¹ (classroom + e-learning + webinar)	4,180	7,610	82%
Overall number of companies	1,700	2,615	54%
Overall number of companies that are SMEs ² (60%)	1,020	1,298	27%
Number of FIR Ambassadors	450	Trained: 1,178 Active: 558	24%
Marketing campaign - number unique visitors reached	14,000	27,673	98%

2.1 Progress against plan for 2020/21

SG outlined progress against target as per the above figures. SG was pleased to report that all intended outputs were achieved/exceeded as highlighted in green. It is particularly positive to see continual progress and a vast increase in overall number of learners, whilst the programme has shifted to virtual training. Evidently, the virtual shift has permitted the

programme to reach a wider pool of learners and engage a wider SME community due to increased accessibility. Significantly, the programme has seen a 98% increase against target on the number of unique visitors reached through marketing communication, which is an excellent position to be at.

2.2 Proposed training activities

SG updated the group on activities taking place through Q1. Please see all upcoming FIR training [here](#) and feel free to share this amongst your networks. SG highlighted some of the new sessions being delivered, such as the Inclusive Recruitment, Gender Identify and Sexual Diversity and Mindfulness sessions.

2.3 CITB deliverables

Antoinette Irving (AI) updated the group on the key activities that the FIR programme has committed to delivering between 1st April 2021 – 31st December 2022. All outputs can be referenced in slides 15 – 18.

3. FIR culture survey results

IH and AK provided an overview of the annual survey results and IH mentioned that the report will be circulated in the next few weeks for comments from the group. IH identified the logic model used to analyse the results, which have been categorised into individuals, companies, and industry. With regards to completions, 811 people responded to the survey. This is a 34% increase on last year's responses of 607. Of this year's respondents, 51.2% reported they had participated in the FIR programme during the last year. Significantly, 448 FIR Ambassadors completed the survey, which is a significant uplift in comparison to last year.

Some key findings:

- Overall 95% of respondents agree that the FIR Programme has helped them to understand the business case for embedding FIR within their business
- Overall 89% of respondents agree that they feel empowered to deal with FIR issues more effectively, up 3% from last year
- Overall 77% of respondents agree that the FIR programme has improved their management skills, up 2% from last year
- Overall 82% of respondents agree that they now have the confidence to challenge poor behaviours

For a full overview and analysis on the survey results, please refer to the the deck that has been circulated with these notes. Dale Turner (DT) mentioned that it is great to see year on year improvements through the survey analysis but also pointed out that it is hard to identify the key trends when there is a marginal shift on the percentages. IH mentioned that it would be useful for the FIR team to inspect the data further to assess any trends between the "agree" and "strongly agree" statements. This will give us a better overview of the statistics available.

BW flagged that she had been approached by an individual from the nuclear sector who is enquiring about pursuing a wider diversity survey. BW mentioned she would inform the group on any actions that come from further discussions. There was some discussion around an opportunity to run a wider Construction survey to get more insights. BW mentioned that CITB carried out culture surveys that may be useful to understand the findings for the FIR programme. Lucie Wright (LW) took an action to find out further information on this.

4. Monitoring and measuring update

IH updated the group on this piece of work, which is currently in progress. The subgroup is currently engaging with other users on a by-weekly basis to ensure that the Tool is fit for purpose. This exercise should be available for launch in June 2021. Belinda Blake (BB) added that the data collection exercise that will feed into the Tool, should hopefully be completed by September 2021, which will provide a useful snapshot. IH mentioned that the Tool will hopefully generate further interest for other organisations. IH also highlighted that team could support on any required marketing to encourage suppliers to input into the tool to ensure that as many suppliers feed into it as possible. The aim is to capture more than the 75 suppliers that were reached last year.

5. FIR maturity assessment update

IH summarised that the School is still developing a maturity assessment that members can evaluate against to help understand their FIR maturity and pinpoint how they can develop their FIR knowledge. This tool will help organisations who wish to pursue 3rd party accreditations. IH stated that currently, the subgroup is still undergoing work to engage with third party organisations to determine questions that will feed into the assessment. IH mentioned that the team has already engaged with Clear Company and will reach out to wider Trade federations. Belinda suggested reaching out to [Centre of Diversity](#), delivered by Solat. The group agreed that these organisations should be approached, along with the Be Fair Framework. IH suggested that it would be useful to create a subgroup to get involved in drafting the question set to be used within the matrix. The group agrees that Aaron, Belinda, Briony and Paul would feed into this. If anyone other members of the group are interested in contributing to this, please advise Ian/Antoinette.

6. AOB

Paul Aldridge (PA) mentioned that it would be beneficial to have some resources developed aimed at the interface between organisations and those working on sites to ensure that the programme is still very much focused on addressing the FIR agenda at operational levels. It would be good to build up on some of the early work developed with this in mind through the Toolbox Talks.

IH mentioned that the School created a Sustainability Short addressing community engagement that looks at this and this will be shared. BB also mentioned that Highways England are starting to work with their customer service teams to create an e-learning module that will incorporate community engagement. BB will share more on this as it progresses.

Future FIR Meetings:

- 24th June 2021 from 10am – 12:30pm
- 14th Sept 2021 from 10am – 12:30pm
- 25th Nov 2021 from 10am – 12:30pm

Led by:



Delivered by:

