

SDF Working Party Membership Invitation

Highways England formed the Supplier Diversity Forum (SDF) in 2007. Over the past 13 years we have collaborated with our suppliers to help build our collective understanding in the Equality, Diversity and Inclusion (EDI) space. In 2016 we re-launched the forum, inviting our suppliers to nominate individuals on to a Working Party. We welcomed individuals from 17 different supplier organisations and worked together to improve our annual benchmarking, deliver EDI events and we undertook a piece of research on attraction and retention in our industry. To build on our ongoing success we are now looking for new skills and experience to join our Working Party, so we can continuously improve our approach.

Our SDF vision is to work together to create a more inclusive and diverse industry, benefiting the highways customer and communities in which we operate. Our vision is supported by four pillars, which outline our scope:



- 1) **Improving inclusive behaviours:** *acting as role models within the industry; committing to personal growth and supporting others to become more inclusive; identifying gaps and challenges and seeking to improve them; creating a culture of inclusion through behaviours*
- 2) **Sharing learning:** *seeing EDI as an industry issue that needs to be solved, a common shared purpose; commitment to sharing our good and bad practice to help accelerate the pace of change; engaging the whole HE supply chain*
- 3) **Adopting best practice:** *looking inside and outside of industry for leading edge practice in the field of EDI; taking an evidence based approach; embedding and implementing what we learn to make a difference; continuously improving*
- 4) **Creating catalysts:** *working together to drive change within Highways England's supply chain, our own companies and across the industry; standing up to make a difference; challenging the status quo; setting expectations and standards in our industry*

To support this vision, we are looking for individuals who have skills in any of the following areas: race equality/ anti-racism work, project management, operational delivery, analytical skills, and research experience. We are also keen to welcome people who have current experience of working with Highways England in either Major Projects or Operations.

Invitation to Join the Working Party

We are looking for nominations from committed individuals who can bring diverse skills to help accelerate the pace of change in the industry on EDI.

The Working Party meets once a quarter to set and review progress. In between meetings members implement agreed activities in support of our vision. The time commitment of being a Working Party member is in the region of 10-12 days per year, with attendance at all Working Party meetings required.

We are striving for a balanced membership within the Working Party across different functions, levels of seniority, tiers of the supply chain, professional discipline and skill sets (i.e. not all members need to be HR or EDI specialists). So are seeking others who work within HE supply chain and projects (not necessarily EDI specialists) and are willing to use their skills, knowledge and experience to embed change.

Working Party Nomination and Selection

If you are interested in supporting the SDF, we would like you to identify and nominate representatives from within your organisation to join our Working Party. Nominees should submit a written application of no longer than 2 sides of A4, demonstrating the skills and experience they will bring to the group.

Representatives will be selected against the following criteria:

- *Interested in equality, diversity and inclusion*
- *Experienced in influencing and driving change across complex organisation and/or through a supply chain (or desire to grow skills in this area)*
- *Have secured CEO (or equivalent) backing*
- *Able to secure resources from within their organisations and across their networks*
- *Availability for attendance at forum and sub group meetings (minimum 12 days per year) and is willing to personally commit time to ED&I initiatives*
- *skilled and experienced in any of the following; race equality, project development, operational delivery, research, and analytical skills (We especially welcome applications from those with specific experience in developing and delivering Race equality and anti-racism work)*

The scoring would be from 1 – 5 (1 being not demonstrated and 5 being robust demonstration)

Shortlisting will use the above criteria, whilst also ensuring that the team has balanced representation and skills.

Nominations should be submitted to EDImailbox@highwaysengland.co.uk by 5th February 2021.

Timeline for Selection Process

5th February – Submission closing date

6th February- 5th March – Submissions assessed

6th March – Successful candidates informed

Successful nominees will be invited to attend the next working party on 11th March so it would be helpful if nominees could please hold this date.