

MEMORANDUM OF UNDERSTANDING

CREATING A MORE DIVERSE,  
EQUITABLE AND INCLUSIVE BUILT  
ENVIRONMENT SECTOR



DATED 27th APRIL 2022

## MEMORANDUM OF UNDERSTANDING

# CREATING A MORE DIVERSE, EQUITABLE AND INCLUSIVE BUILT ENVIRONMENT SECTOR

The following parties, namely,

**CHARTERED INSTITUTE OF THE BUILDING, INSTITUTION OF CIVIL ENGINEERS,  
LANDSCAPE INSTITUTE, ROYAL INSTITUTE OF BRITISH ARCHITECTS, ROYAL  
INSTITUTION OF CHARTERED SURVEYORS and ROYAL TOWN PLANNING  
INSTITUTE**

have agreed to cooperate with the purpose of creating a built environment sector that is as diverse as the communities it represents; that acts inclusively, treats everyone fairly and provides a culture that delivers the best outcomes for the diverse societies in which and for whom our collective membership's work. Signatories recognise the potential of our combined membership of over 350,000 to effect a meaningful and tangible improvement in Equality, Diversity and Inclusion (EDI) standards across the built environment.

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## 1 Areas of collaboration:

- 1.1 **Standardising member data collection:** To create a consistent approach to data collection that will allow meaningful comparison across our collective membership and help to formulate a clear picture of the wider built environment sector, and inform targeted action to improve EDI outcomes.
- 1.2 **Understanding the transition from education into employment:** To develop a robust, evidence-based understanding of the disparity between the diversity of students that start on institute-accredited courses and those that join the workforce; and to build on existing good practice to improve our collective understanding of retention rates and awarding gaps in education.
- 1.3 **Raising the sector's standards of EDI knowledge, behaviours and practice:** To develop understanding and guidance for the sector and support organisations, individuals and institutes to develop, improve and maintain high professional standards; and to explore ways to collate and share relevant collateral to support all professionals working within the built environment.

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Signatories Agree:

**2** To working principles of:

**2.1** Openness and transparency

Parties will share information in a timely and accurate manner; raise issues and problems as soon as possible and work creatively and constructively to find resolutions.

**2.2** Information security and confidentiality

Parties will, without question or equivocation, respect and adhere to respective data protection policies. Personal data of members will not be shared between partners.

In delivering the aims of the agreement, partners may include messages or any other agreed content in their respective membership communications. This includes, but is not limited to, promoting events and activities. Parties will respect and treat conversations and information shared as confidential until explicit permission to share has been given.

**2.3** Consensus

All parties will ensure that each partner has the opportunity to contribute to and agree on the development of ideas and proposals.

**2.4** Use plain English

Parties will use jargon-free, clear English in all communications with each other and with external audiences.

**2.5** Sharing best practice

Parties will endeavour to adopt and share examples of best EDI practice that they see elsewhere.

**2.6** Flexibility

Parties will be prepared to make changes at short notice as necessary and strive to understand the different operational constraints each partner faces.

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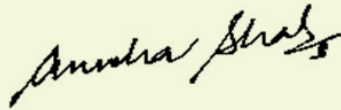
3. To produce within three months of the date of signing a joint work plan, which the senior leadership team of each party will review on an annual basis (every February) over the lifetime of this agreement.
4. Not to use the name of any party for any other purpose, whether in relation to advertisement or publicity, without the prior written consent of that party.
5. That this Memorandum of Understanding is valid until 27 April 2025 [or for three years from the date of signature] unless extended by mutual agreement. Each party is participating in this agreement voluntarily and may terminate their involvement at any time upon 30 days' written notice to the other parties.
6. That any cost of participation in this agreement shall be borne by each organisation separately and without the expectation of reimbursement.
7. That joint activities will be offered freely to the members of all parties.
8. That by signing this document or by participating in this agreement the parties are not committing to legally binding obligations; that each organisation remains independent of each other and that this collaboration does not constitute the creation of a legal entity, nor authorise the entry into a commitment for or on behalf of each other.
9. That disputes between parties of this Memorandum of Understanding shall be settled amicably by means of negotiation in the spirit of friendship and partnership.
10. That each party will appoint one named person as lead contact to jointly develop and monitor an annual programme, for agreement between the respective organisations.

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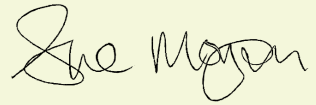
Signed by for and on behalf of



Caroline Gumble  
CEO  
**Chartered Institute of Building**



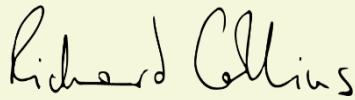
Anusha Shah  
Vice President- Membership  
**Institution of Civil Engineers**



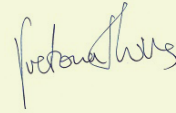
Sue Morgan  
CEO  
**Landscape Institute**



Alan Vallance  
CEO  
**Royal Institute of British Architects**



Richard Collins  
Interim CEO  
**Royal Institution of Chartered Surveyors**



Victoria Hills  
CEO  
**Royal Town Planning Institute**

