



B.E. Inclusive: Memorandum of Understanding

15 May 2025

Creating a more equitable, diverse and inclusive built environment sector

The following parties, namely,

Chartered Institute of Architectural Technologists
Chartered Institute of Building
Chartered Institution of Civil Engineering Surveyors
Institution of Civil Engineers
Landscape Institute
Royal Institute of British Architects
Royal Institution of Chartered Surveyors
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 memberships work. Signatories recognise the potential of our combined membership to affect a meaningful and tangible improvement in Equity, Diversity and Inclusion (EDI) standards across the built environment.

This partnership will be known as B.E.Inclusive

1. Areas of collaboration:

- 1.1. **Collection and analysis of member data:** To collect and analyse member data to facilitate a meaningful comparison across our collective membership and help to formulate a clear picture of the wider built environment sector. This analysis will inform targeted action to improve EDI outcomes.
- 1.2. **Action to encourage representative entry into professional roles in the sector:** To develop robust, evidence-based actions, building on existing good practice to improve the collective recruitment into professional roles in the built environment.
- 1.3. **Promotion of a welcoming and inclusive workplace culture in the sector:** To develop, improve and maintain a welcoming and inclusive workplace culture that will promote the retention of diverse professionals representative of their communities.

The signatories hereby agree:

2. Openness and transparency

- 2.1 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.

3. Consensus

- 3.1 All parties will ensure that each partner has the opportunity to contribute to and agree on the development of ideas and proposals.
- 3.2 Any disputes between parties of this Memorandum of Understanding shall be settled amicably by means of negotiation in the spirit of friendship and partnership.

4. Data security and communications

- 4.1 Parties will respect and adhere to respective data protection policies. Individual members' personal data will not be shared between partners.
- 4.2 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.

5. Plain English

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

6. Sharing best practice

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

7. Flexibility

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

8. Output

8.1 Parties will 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 May) over the lifetime of this agreement.

9. Identity

9.1 Parties will use the collective title of 'B.E. Inclusive' (B.E. = Built Environment) when referring to the partnership.

9.2 Parties agree 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.

10. Participation

10.1 That each party will appoint one named person as EDI lead who will attend monthly meetings with the aim of jointly developing and monitoring an annual programme, for agreement between the respective organisations.

10.2 Each EDI lead will have the responsibility referenced in their job specification; the ability to dedicate time to work on agreed tasks and sufficient authority to act on behalf of their respective signatory organisation.

10.3 The CEO (or comparable executive role) of each signatory organisation commits to attending an annual in-person meeting to receive a progress report on the agreed activities.

10.4 Should a signatory institute decide that it is no longer able to meet the commitments set out in sections 8-12, it will give written notice to the other signatories of its intention to withdraw from B.E. Inclusive activities and publicity.

10.5 Should a signatory institute be unable to meet the commitments made in sections 8-12, the other signatories may agree to exclude that institute from B.E. Inclusive activities and publicity, on a temporary or permanent basis.

11. Alignment on data collection

11.1 Each party commits to aligning its member data collection in accordance with the jointly agreed approach set out in the templates in the interests of consistency and in accordance with GDPR requirements .

12. Sharing of costs

12.1 Each party will identify and ring-fence an annual EDI budget for contributing to the costs of jointly hosted events throughout the year.

12.2 Each party will contribute staff time on a rotational basis in order to organise and facilitate jointly held external events. Such joint activities will be offered freely to the members of all parties.

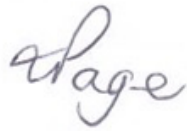
12.3 The cost of participation in this agreement shall be borne by each organisation separately and without the expectation of reimbursement.

13. Timeline

13.1 That this Memorandum of Understanding is valid until 25 April 2030 [or for five 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.

13.2 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.

Signed by, for, and on behalf of:



Tara Page, CIAT



Simon Hamlyn, CICES



Caroline Gumble, CIOB



Janet Young, ICE



Robert Hughes, LI



Valerie Vaughn-Dick, RIBA



Justin Young, RICS



Victoria Hills, RTPi

