

Terms of Reference

CLC Steering Co-ordination Group

Purpose

The Steering Co-ordination Group formulates the strategic direction, policies and scope of activity of the CLC, for consideration by the CLC Task Force Group and CLC Senior Advisors Group. Ultimately the Steering Coordination group will recommend decision and actions to be taken by the industry Co-Chair of the CLC.

Membership

The group will be chaired by the industry Co-Chair of the CLC and consist of the following people;

Mark Reynolds – Mace
Richard Robinson – Atkins UK & Europe
Ann Bentley – RLB
Brian Berry - FMB
Fergus Harradence – BEIS
Suzannah Nichol – Build UK
Simon Rawlinson – Arcadis
Keith Waller – CIH
Graham Watts – CIC

Secretariat – Stuart Young/Peter Payne - BEIS

The Membership will be drawn from Government departments, Industry and Trade Associations who are able to represent the industry overall. Selection is by invitation from the Industry Co-Chair.

Where the Industry Co-Chair is unable to attend, he/she will elect a member of the group to act as Chair.

To be quorate at least five members must be present at any decision-making meeting, including the industry Co-Chair and the BEIS representative (or their delegates).

Attendance at Meetings

Members are expected to attend a minimum of 75% of meetings in any year.

Other parties may be invited to attend the meetings to offer advice and guidance to the Group.

The Steering Co-ordination members will be expected to attend most Task Force meetings as well as the full CLC regular meetings.

Frequency of Meetings

Meetings will be held when necessary, most likely monthly.

Roles & Responsibilities

- Set strategy for the CLC and future direction for the industry
- Review and monitor the strategy to ensure it is aligned to the delivery of agreed industry targets
- Act as conduit for the CLC with Government and Ministers

- Undertake a convening role for the construction industry and endeavour to address concerns and issues on strategic matters
- Review future trends, risks and opportunities
- Lead, monitor and report progress against 2018 Construction Sector Deal
- Develop the framework and co-ordinate future Construction Sector Deals
- Develop and monitor key measures to be reviewed on a quarterly basis
- Engage with the wider industry, represent the CLC at industry conferences and forums
- Develop, implement and monitor succession and talent management plans for the CLC membership ensuring there is diversity throughout the Groups
- Evaluation of the funding requirements to support the CLC
- Lead and co-ordinate communications

Terms of appointment

The effectiveness of the co-ordination group will be reviewed after 12 months, including the terms of reference and membership/composition.