



Remit and role of the Workstreams

Membership: Each workstream is led by 1-3 members of the Steering Committee (SC) and is made up of employees of member and partner firms and other volunteers, including ambassadors who are passionate about a specific dimension of DEI and DEI in general. Each workstream is free to co-opt people onto (or off) the workstream.

Goals: Each workstream is focused on a different dimension of diversity and/or inclusion and develops its own strategy, which is consistent and aligned with the overall goals and themes of the Diversity Project (DP). This is typically a mix of awareness raising, development of best practice guides and case studies and new initiatives that will help to address the issues identified as barriers to progress. The workstreams are self-managing teams.

- Develop (and then implement) strategy for their area of focus bearing in mind the overall strategy, themes and mission of the DP. Use SMART objectives and ensure that actions are impactful and will effect change within the industry. We need to focus on meaningful action that makes an impact
- Ensure that the workstream has the right people to implement the strategy
- Ensure that initiatives, events, programmes and overall activities take into account the work done by other workstreams and/or the SC to ensure that there is limited duplication of effort, to build on expertise, maximise impact and sharing of best practices
- Provide updates to the SC at the bi-monthly meetings
- Update the DP administrative team on membership changes
- Pull together best practice case studies and recommendations for its area of focus from across member firms and beyond
- Act as representatives for the DP both externally (via press, or engage via social media) and within member firms

Meetings and attendance: Each workstream has different meeting schedules but they typically convene every 1-2 months, usually virtually, to discuss progress. Workstream members are expected to attend and participate in these meetings.

Meetings of the Workstream Leads are held quarterly to discuss areas of possible cross-workstream collaboration (intersectionality), raise issues of concern, hear back from any Advisory Council or SC meetings and to share progress reports and any barriers to achievement of goals. Workstream leads should ensure that their workstreams are represented at those meetings if they are not available to attend.