

Attendees	Observers	Apologies
Dame Cilla Snowball		Nikki Yates
Rick Lee		Jill Shedden
Roger Whiteside		Denis Woulfe
John Whelan		Deirdre Michie
Chris Stylianou		Wendy Hallett
Dame Fiona Woolf		Dr Clive Hickman
Emer Timmons		Lynne Atkin
Karen Roberts (deputising for Jill Shedden)		Sue Langley
Agata Suwala (deputising for Clive Hickman)		Helen Lamprell
Elysia McCaffrey		Fiona Dawson
		Baroness Ruby McGregor-Smith
		Alison Wilcox
		Sue O'Brien

1. Introductions – Dame Cilla Snowball

- 1.1 Dame Cilla welcomed members and officials and tendered apologies.
- 1.2 Dame Cilla announced that the Women's Business Council (WBC) had appointed a new member, Alison Wilcox. Alison is the Group HR Director of BT and brings with her a wealth of experience of leading and developing HR strategy, policy and priorities at both Chief Executive and board level. She has worked across multiple industries and geographies.
- 1.3 Dame Cilla announced that Dr Fiona Withey will be stepping down from the council with immediate effect. Fiona is stepping down due to work and travel commitments along with memberships of other Boards and panels limiting her ability to be a proactive and fully engage in the work of the WBC. The council thanked Fiona for her work over the past year and her continued enthusiasm for the agenda.
- 1.4 Dame Cilla welcomed suggestions from council's for a Welsh replacement member.
- 1.5 Dame Cilla and the wider WBC thanked the work of the departing Minister for Women and Equalities, Caroline Dinenage, for her valued contribution, energy and motivation throughout her tenure.
- 1.6 Dame Cilla and the wider council also thanked the work of the departing Government Equalities Office Deputy Director for Women and Business, Helene Reardon-Bond. Helene had worked with the council since its inception and the council praised her consistent drive and motivation and her enduring stewardship for outputs and impacts.

2. Action Points/Progress – Dame Cilla Snowball

- 2.1 The WBC minutes from the meeting of 7 March 2017 were reviewed. It was noted that all action points had been met and completed. The council were content and signed off the minutes.

- 2.2 The WBC noted that they had felt the GEO momentum had been lost due to purdah and extensive staff churn and are keen to restore rapid momentum. Dame Cilla welcomed the new Deputy Director for Women and Business, Elysia Mccaffrey.

3. Government Update – Elysia Mccaffrey

- 3.1 Elysia Mccaffrey gave an update of the confirmations of Ministerial portfolios for the new Government. Anne Milton MP will be responsible for gender policy and Nick Gibb MP will take on equalities legislation and LGBT policy.
- 3.2 Elysia provided a read out of the ministerial meetings with Anne Milton, which had occurred the day prior. Elysia reported that Anne was enthusiastic about the WBC's work and was keen to ensure that all women were represented within the portfolio.
- 3.3 It was agreed that the WBC Chair and Chairs of each of the Action groups need to meet with the new ministers as a priority, with clarified asks from each of the groups.
- 3.4 The WBC discussed that the Department for Education, which includes the Government Equalities Office, had reported their Gender Pay Gap, which at 5.9% is below the national average of 18.1% and the Civil Service average of 13.6%. The GEO will now look to encourage reporting across the public sector.
- 3.5 The WBC advised the GEO that some companies are struggling with some aspects of the reporting requirements and that others may well opt to delay reporting whilst plans are drawn up.
- 3.6 The WBC discussed the need to engage with the Women and Equality Select Committee once they were elected to ensure a cohesive and collaborative working relationship. The WBC members were not willing to engage in combative Select Committees but very willing to share advice and learnings proactively. It was agreed that a WBC Select Committee Strategy would be developed by the secretariat.

4. Action Groups Activity Update

- 4.1 [REDACTED] highlighted that Paper 2 was a revised version of the WBC Communications chart which details upcoming communications hooks along with No 10 Priorities (Brexit dates, Local Elections, Budget etc.) GEO Comms and the WBC Secretariat agreed to map the upcoming WBC publications against a revised version of the Communication chart once more dates were apparent.
- 4.2 It was agreed that the publications should be launched throughout the year, in a string of pearls approach.
- 4.3 Jayne Anne Gadhia's power of diversity work was discussed and how the WBC could assist in continue its momentum. It was agreed that a meeting would be arranged between the Chair and Jayne Anne Gadhia or her counterpart Emily Cox.
- a) Starting out Action Group – Rick Lee and John Whelan**
- 4.4 John Whelan presented the BAE product '*Inspiring the next generation; a guide for small business*'. This product has been developed in partnership with MTC, Carillion, BAE and Willmott Dixon. John Whelan was congratulated and thanked for funding publication. The purpose of the publication is to demonstrate how easy it can be to connect engineering businesses with local schools and young people and the wealth of benefits in doing so.
- 4.5 The product was planned for a June release date but due to the purdah this was postponed to the next reasonable opportunity, potentially October.

- 4.6 It was agreed that the product should be launched by itself. John noted that there were opportunities to have Sir Roger Carr be part of the event if we were able to secure the Secretary of State. GEO Comms agreed to look for opportunities for launch in autumn.
- 4.7 John also discussed that the product could be restructured for use across STEM industries.
- 4.8 Rick Lee noted the opportunities for increasing the number of STEM ambassadors though training provided by Wilmot Dixon. Wilmot Dixon has also been looking to upskill their Construction Ambassadors to STEM Ambassadors.
- 4.9 [REDACTED] discussed the recent Starting Out Working Group which included the Cabinet Office Behavioural Insights Team. The workshop focussed on opportunities for STEM industries to develop additional metrics from the industries gender pay gap reporting.
- b) Getting On Action Group – [REDACTED]**
- 4.10 [REDACTED] gave an update on the Getting On Action Group in the absence of Fiona Dawson the Chair. The drafted toolkit from the group was tabled and [REDACTED] noted that it aims to take real action to encourage women to progress further and ensure gender parity at middle management level. The toolkit is designed to help senior leaders retain and develop their female staff, which includes case studies and advice to inspire individual women on their journey to the top.
- 4.11 Fiona and her team were congratulated and thanked for their funding and work on the publication. The WBC noted that the publication includes excellent insights and the WBC were encouraged to follow the design format with their publications so it feels like a suite of publications
- 4.12 It was discussed that the product was originally intended for launch in June and a date would be scheduled ASAP by partnership with Freud's, GEO Comms and WBC secretariat.
- c) Staying on Action Group**
- 4.13 [REDACTED] gave an update on the Staying On Action Group in the absence of Lynne Atkin the Chair. Dame Cilla and Lynne Atkin will be meeting John Cridland on 3 July. The John Cridland report looked at the key issues that drive state pension age changes including, life expectancy, the challenges faced by those who rely most on the state pension and the long-term financial sustainability of the system.
- 4.14 The council discussed how the Cridland report recommendations mirrored some of the original WBC original report recommendations. The Cridland report recommends: supporting carers; the introduction of a Mid-Life Career MOT; and, increasing the contribution of older workers as apprenticeship trainers and mentors.
- 4.15 [REDACTED] noted that it would be great to get contributions from WBC organisations for the next instalment of the *COMEBACK* magazine. She noted that a WebEx is planned for Wednesday 5th July to provide an overview of the toolkit and start discussing possible content if WBC members or colleagues are available.
- d) MACA Action Group – Emer Timmons**
- 4.16 Emer Timmons reported that the action group was in the final stages of producing a sponsorship toolkit and were looking to launch the product in the days after the Hampton Alexander Review (9 November). The toolkit is aimed at supporting a sponsorship programme for the FSTE 250, who can adopt relevant best practice. The sponsorship programme will focus on what a CEO can personally do for three women in their C-Suite minus 2 and will include best practice and case studies.

- 4.17 The launch of the sponsorship toolkit in November will be followed by communications in January and roundtable dinners in January/February to gain further CEO sign ups. In the longer-term the action group will focus on the development of an ambassador programme for sponsorship.
- 4.18 Emer noted that she will sponsor the publication and was thanked by the council.
- 4.19 Emer agreed to take away Dame Fiona Woolf's question relating the resolution of sponsorship conflicts within businesses.
- 4.20 Chris Stylianou suggested that the Secretary of State or the new ministers could write to the heads of the FTSE 350 promoting the sponsorship toolkit upon launch or as part of the January communications initiatives. It was agreed this could be asked in the upcoming ministers meeting with the WBC chair and action group chairs.

5. AOB

- 5.1 It was agreed that the four year on event would again feature awards. The WBC Secretariat will email out for suggestions over the summer.
- 5.2 Roger Whiteside raised the need to share incoming invites relating to the WBC with the secretariat for effective information sharing across the council.

6. The Future of Female Entrepreneurialism – Tracey Follows and Karli-Jade Fontiverio-Hylton

- 6.1 Tracey and Karli-Jade presented the research of 'The Future Lab' about 'What happens when female innovation and entrepreneurialism is properly unleashed?' They shared their research on this question and Karli-Jade spoke about developing ideas and initiatives in the space that will help more women become more entrepreneurial in the future.
- 6.2 The presentation included analysis of Gen Z's understanding of the concepts of power, privilege, fluidity and diversity, and how they are being challenged by a new generation of female entrepreneurs.
- 6.3 The WBC thanked and congratulated The Future Lab for their excellent and genuinely insightful piece of work and the group discussed opportunities for future publication and /or event opportunities.

7. Close 10.05

Action Points

- ✓ WBC secretariat to arrange a meeting of the WBC Chair and the action group Chairs with the new ministers as a priority.
- ✓ GEO Comms and the WBC Secretariat to map the upcoming WBC publications against a revised version of the communication chart once more dates were apparent.
- ✓ Frueds, GEO Comms and WBC secretariat to formalise a launch date for the 'What women need to Succeed' from the Getting On action group.
- ✓ WBC secretariat and GEO comms to develop a WBC Select Committee Strategy.
- ✓ WBC secretariat to organise ministerial thank you letters for businesses which fund WBC products.

- ✓ WBC secretariat to organise a meeting with new chair of the Women's Equality Select Committee post elections in Autumn.
- ✓ WBC secretariat to organise a meeting between the WBC Chair and Jayne Anne Gadhia or her counterpart Emily Cox.
- ✓ WBC secretariat and GEO comms to look at opportunities for the SoS to be involved in the launch of the BAE 'Inspiring the next generation' publication in Autumn.
- ✓ John Whelan to circulate the BAE 'Inspiring the next generation' publication
- ✓ Emer Timmons to respond to Dame Fiona Woolf's question relating the resolution of sponsorship conflicts within businesses.
- ✓ WBC Secretariat to send out request for award nominees for the four year on event.
- ✓ WBC members to notify the WBC secretariat of any upcoming speeches or events to promote via GEO/DfE social media channels.