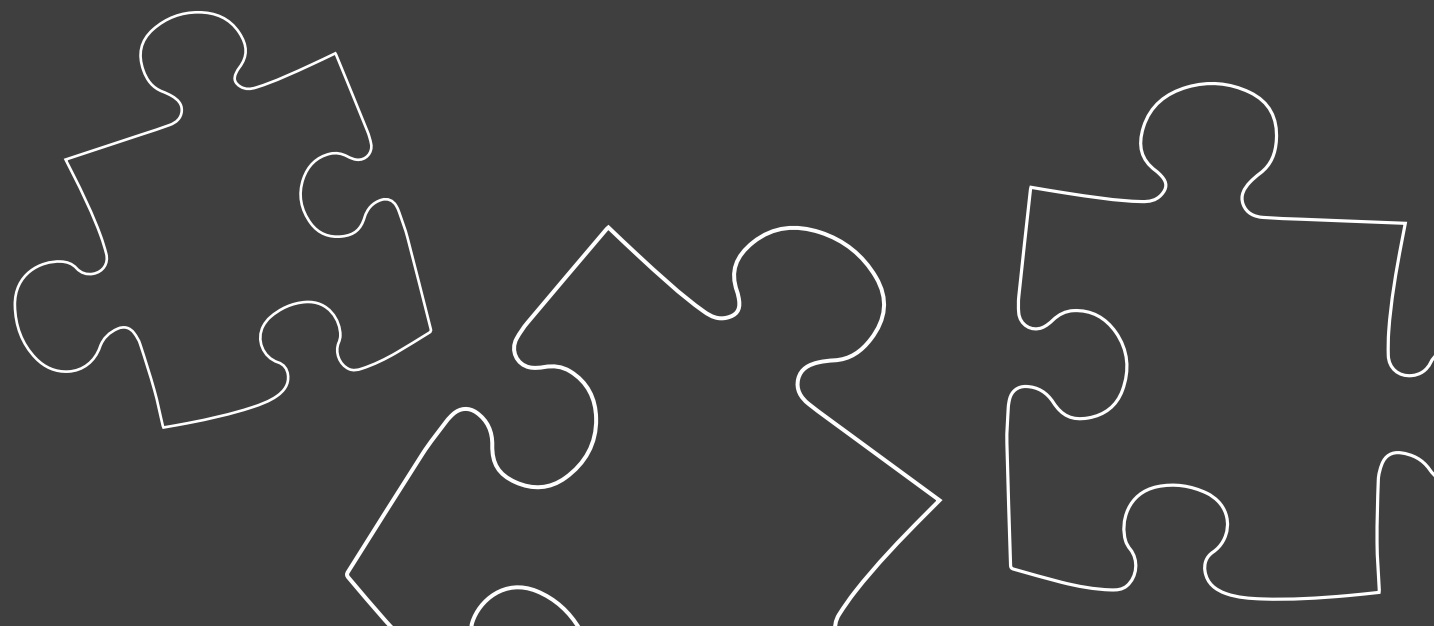


# EQUALITY, DIVERSITY & INCLUSION POLICY

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We are a people business, and our success is driven by the effective mobilisation and support of talented people across our organisation. We recognise that our people are a diverse group with a range of valuable backgrounds, experiences and viewpoints. We embrace and endeavour to support this diversity in all aspects of our employment practise, ensuring that it is a strength and distinguisher, and not a barrier, to success and achievement, both for our colleagues and our business.

### **OUR OBJECTIVES;**

- Ensure our workplace operates without discrimination, and free from any form of harassment, victimisation or bullying.
- Promote a working environment where everyone is treated with dignity and respect.
- Create and nurture an environment in which individual differences and the positive contributions of all team members are recognised and valued.
- Encourage and support the personal development and wellbeing of all our employees.
- Empower our people to challenge unacceptable behaviour, and instil trust and confidence in an open and fair process for reporting concerns.

## HOW DO WE MAKE THESE ASPIRATIONS A REALITY?

POLICY REVIEW	<ul style="list-style-type: none"><li>• Regularly review all people policies, including terms and conditions of employment to ensure there is no bias, whether actual or implied</li></ul>
DIVERSITY MONITORING	<ul style="list-style-type: none"><li>• Collect, monitor and analyse diversity data regularly to drive focused programmes and initiatives to support the ED&amp;I agenda</li></ul>
NETWORKS & FORUMS	<ul style="list-style-type: none"><li>• Engage with underrepresented diverse groups to ensure they have a voice and support from our Senior Leaders, to help steer the ED&amp;I agenda and introduce initiatives</li></ul>
ASSOCIATIONS	<ul style="list-style-type: none"><li>• Review and form partnerships with relevant external associations to help raise awareness and drive change</li></ul>
ENGAGEMENT & COMMUNICATIONS	<ul style="list-style-type: none"><li>• Introduce regular communication activity (Flash &amp; Newsletters) to provide information, updates and notifications of events and initiatives</li><li>• Make all documents available in accessible formats</li></ul>
TALENT ACQUISITION	<ul style="list-style-type: none"><li>• Expand talent pipeline partnerships to positively promote a career in property to underrepresented diverse groups</li><li>• Review and expand Early Career opportunities such as Work Experience, Internships, Placements and Graduates.</li><li>• Continue to develop and implement recruitment and selection practices that are open and fair, and that enable the selection of the best talent</li></ul>
PEOPLE PROCESSES	<ul style="list-style-type: none"><li>• Provide necessary training to Line Managers to ensure all employment practices and procedures are conducted fairly and consistently</li><li>• Using a range of people data, identify any potential barriers to opportunity or progression that may exist, and take any necessary positive action</li><li>• Consider and design Learning &amp; Development initiatives to support ED&amp;I Agenda, such as Mentoring opportunities to support career development</li></ul>
PROGRAMME MONITORING	<ul style="list-style-type: none"><li>• Agree KPI measures and report annually on progress</li><li>• Analyse data to ensure activities are achieving aims of the ED&amp;I Agenda</li></ul>
RECOGNITION & ACCREDITATION	<ul style="list-style-type: none"><li>• Seek external recognition &amp; accreditation at an appropriate point in time</li></ul>

### TO FIND OUT MORE, PLEASE SEE THE FOLLOWING:

- [What is Equality, Diversity & Inclusion](#)
- [Equal Opportunities Policy](#)
- [Equal Pay Policy](#)
- [Dignity at Work Policy](#)

## WHAT DO WE EXPECT FROM YOU?

- To contribute to a working environment that is without discrimination, accessible, comfortable, healthy, well maintained, welcoming, and free of harassment, victimisation, and bullying.
- To demonstrate and share a commitment to valuing equality and diversity, and develop attitudes and behaviours that support this.
- To challenge what is considered to be unacceptable behaviour, be pro-active with regard to diversity, and take personal responsibility to promote good practice and create change.
- To regularly review and identify your own learning and development needs on equality, diversity and inclusion issues.
- To undertake relevant training to maintain and improve knowledge and contribute to the learning and development of others.

## HOW TO REPORT A CONCERN

If you feel you may have been discriminated against, or believe you have been subject to harassment at work, we encourage you to follow our Dignity at Work policy.

Any complaints received from anyone external to our organisation will be reviewed under our Complaints Handling Procedure.

Further, if you have any wider concerns about corporate matters, we encourage you to follow our Whistleblowing Procedure.

## TELL US WHAT YOU THINK

If you have any suggestions, feedback, or ideas about our equality, diversity and inclusion activities, please contact us at [together@lsh.co.uk](mailto:together@lsh.co.uk)

For more information:

[www.equalityhumanrights.com](http://www.equalityhumanrights.com)

[www.gov.uk/equality-act-2010-guidance](http://www.gov.uk/equality-act-2010-guidance)