

Equality, Diversity and Inclusion Policy

Purpose: High Speed Two (HS2) Limited ('HS2 Ltd') is committed to developing, maintaining and supporting a culture of equality, diversity and inclusion in its workforce and in the planning, design, construction and operation of the HS2 programme.

Scope: This policy applies to all workers including employees, consultants, temporary workers, agency staff, secondees and other third parties working on behalf of HS2 Ltd. It applies to the Board of HS2 Ltd in the discharge of their duties. It also applies to suppliers, sub-contractors and agencies in our supply chain. This Policy sets out how HS2 Ltd will address the needs of people and communities who have protected characteristics as specified within Equality Act 2010¹

General principles: The HS2 programme will be inclusive by: engaging with all stakeholders fairly; delivering value through effective management of the design and building and operating a safe, sustainable and reliable system to provide exceptional levels of service to passengers creating a diverse, inclusive and skilled workforce at all levels; building a diverse supply chain that promotes fair employment practices and brings economic benefits to all.

This policy will be implemented as follows:

Delivering HS2

HS2 Ltd will seek to:

- **embed** equality, diversity and inclusion in all its activities
- work with **stakeholders**, including:
 - other transport providers;
 - affected parties including but not limited to tenants, landowners, occupiers and their representatives;
 - communities and interest groups; and
 - local and national government, professional bodies and industry.
- approach its activities **proactively** by:
 - minimising the potential for discrimination, harassment and bullying;
 - seeking out opportunities to promote inclusive development;
 - seeking out the views of stakeholders; and
 - taking necessary steps so that people with protected characteristics do not experience disproportionate disadvantage as a result of the planning, design, construction and operation of the HS2 programme.
- create **opportunities** for local, disadvantaged and underrepresented people and companies to benefit from the investment in HS2 by:
 - increasing equal opportunity, skills and employment; and
 - promote equal outcomes in the services the HS2 programme will provide

¹ The Equality Act 2010 describes 'protected characteristics' as: age, disability, race, religion or belief, sex, sexual orientation, gender reassignment, pregnancy and maternity, marriage and civil partnership

Workforce: HS2 Ltd is committed to equality, diversity and inclusion in all aspects of recruitment and employment. We will seek to achieve this in the following ways:

- develop and implement recruitment and selection processes that are open and fair and that enable the selection of the best talent;
- aim to build a workforce that reflects the communities it serves;
- promote an environment free from discrimination, harassment, bullying and victimisation and tackle any behaviour that breaches this;
- provide training support and encouragement to employees and workers so that they can develop their careers and enhance their contribution to the organisation;
- make all employees and workers aware of their responsibility for promoting equality diversity and inclusion in their work; and
- involve employees and workers and their representatives in the development implementation monitoring and review of human resources policies, procedures and flexible working arrangements.

Procurement and supply chain diversity: HS2 Ltd requires that contractors and suppliers of services comply with this policy. A copy of this policy will be provided to all sub contractors, consultants and suppliers appointed to work for the HS2 programme. All such organisations are required make available the resources to comply with this policy, in the delivery of services they are providing. Failure to comply with the requirements of this policy may result in them being removed from HS2 Ltd approved list of suppliers.

Complaints: All employees and workers should treat each other with dignity and respect whilst at work. Any employee who feels they have not been treated in accordance with this policy is entitled to raise the matter through the Grievance Policy and Procedure or the Harassment and Bullying Policy We encourage informal resolution and will provide a helpline for people to call for help and advice.

All complaints will be taken seriously and will be dealt with promptly and confidentially. If an employee or worker is found to have breached the Equality, Diversity and Inclusion Policy, they may be subject to disciplinary action which could result in dismissal.

Members of the public who wish to make a complaint about HS2 Ltd can do so using our Complaints Procedure which can be found on the HS2 website. All complaints will be dealt with fairly and respectfully, regardless of the protected characteristic of the individual making the complaint.

Assistance will be given to people who wish to make a complaint but require support or a different format to do so.

Monitoring and Review: We will regularly collect, monitor and analyse diversity data; including information about the gender, age, ethnicity, sexual orientation, religion and belief or disability information provided by employees and job applicants to make sure our employment processes are fair and are achieving the aims of this policy.

We will undertake a formal review of this policy at regular intervals or after significant changes in our business operations or legislation and communicate the changes to those who are bound by this policy.

Implementation: This policy will be implemented through the HS2 Management System. Implementation by suppliers, and contractors will be achieved through contracts and agreements developed by HS2 Ltd.

Approved on: 22 April 2015

Chief Executive Officer HS2

