

Appendix 2: Review of D&I Activity

Culture and Strategy

- LLDC now has a Board Sponsor for D&I and in addition has a D&I steering group. All Management Forum and EMT have clear objectives around D&I.
- LLDC has introduced an Agile Working approach and continue to promote Flexible Working, over 40% of the workforce operating with a formal flexible pattern.
- LLDC actively monitors its equality data, with 100% completion of forms in order to have a clear understanding its workforce make up.

Recruitment & Selection

- The LLDC has improved its external recruitment page to engage with a wider diversity of applicants and all roles advertised as flexible using case studies of employees.
- At the recruitment stage, equality monitoring is undertaken via the equality monitoring form provided to applicants. This information is collated after each recruitment campaign. In addition, LLDC have introduced a 'blind application' process, removing all personal details.
- Use of gender decoder to ensure language used in advertising campaign is neutral.
- **Disability Confident.** The LLDC is a Disability Confident Employer to encourage applications from disabled people, guaranteeing an interview to candidates meeting the minimum criteria.
- LLDC is a **LLW employer**

Bullying, Harassment and Discrimination

- Grievance, HR Equality and Diversity and Bullying and Harassment and Recruitment & Selection policies have all been reviewed and updated and in addition mandatory training provided for all managers on managing bullying and harassment in the workplaces.

Employee Induction and Training

- The induction programme has been updated and reviewed and all new employees undertake an induction programme which includes mandatory training on equality and inclusion including unconscious bias, LLDC policies, behaviours and procedures and our code of conduct.

Employee Learning and Development

Woman's sponsorship

- To further enhance the Our Time programme, all participants have had access to 360 coaching, access to an Everywoman Network.
- Unsuccessful applicants also had personal development plans put in place.
- Launched a series of Inspirational Female Leaders, learn at lunch series, breakfast briefings and leadership events.

D&I Training

- Whole organisation undertook a D&I refresher; Inclusive Leadership training undertaken by of Management Forum and EMT; unconscious bias training undertaken by whole organisation and Board members.
- A BAME lean in circle has been introduced.

Health & Wellbeing

- LLDC achieved Excellence for the Healthy Workplace Charter Awards.
- **Mental Health Training** – Introduction of 12 Mental Health First Aiders. A number of training sessions have been delivered around mental health including, Managing Mental Health Training at Work delivered by MIND, Mental Health First Aid for Managers training, an anxiety workshop and supporting adolescents with mental health.

Action Plans

- To underpin the work LLDC is undertaking, a Gender Pay, Ethnicity Pay and Mental Health Wellbeing Action Plan has been produced. LLDC has developed an action plan for Equality and Inclusion which will further build on the work that has been delivered.