



**Equality,
Diversity
and
Inclusion
Policy**

Taylor Wimpey Equality, Diversity & Inclusion Policy

Purpose



We aspire to be a business that at all levels represents wider society and our employees reflect and echo the diversity of our local, regional and national communities. We aim to have an inclusive culture where differences are embraced and valued so that all employees can be their authentic selves and do their best work. Taylor Wimpey strives to be recognised as an employer of choice within our sector and beyond to attract, retain and develop a diverse and inclusive workforce.

We are fully committed to equality of opportunity in all our employment practices and procedures and the aim of this policy is to ensure:

- fair, equal and consistent treatment of all current and prospective employees, agency workers, self-employed contractors, casual workers and operatives
- compliance with current legislation and codes of practice; and
- we actively embrace the diverse business and local communities in which we operate and strive to reflect their richness and character to include such aspects as age, gender and gender re-assignment, race, disability, pregnancy religion, sex and sexual orientation sexuality, marital status as well as diversity of thought, background and experience.

We aim to ensure that equality and inclusion is embedded in all our activities, policies and decisions and will work with our partners, contractors and suppliers to share best practice and encourage inclusive working practices and conditions.

Who does The Equality, Diversity and Inclusion Policy apply to?

This policy applies to all employees, agency workers, self-employed contractors, casual workers, operatives as well as job applicants and has relevance to all those concerned with recruitment and selection, advertising vacancies, training and promotion procedures and/or decisions. This includes any other employee or person acting on behalf of the Company who is concerned with the employment or engagement, or potential employment or engagement of any person with 'Protected Characteristics'.

Our Commitment



We take our responsibilities on equality, diversity and inclusion very seriously and commit to the following;

- Taking action to prevent and eliminate any forms of discrimination and removing or mitigating any practices that disadvantage underrepresented groups. This may include taking positive action to redress any gender, racial or other imbalance which includes monitoring and reviewing recruitment progress and acting on any inequality revealed by the data.
- Training and awareness on equality, diversity and inclusion by endeavouring to ensure that all employees and managers complete mandatory e-learning training alongside hiring manager training on diversity & inclusion. We will provide regular and relevant training for managers and key decision makers about equality legislation and provide awareness training and information on relevant topics throughout the year via our Diversity & Inclusion Committee.
- Complying with our legal obligations in a transparent manner

- Transparency by ensuring we publish our diversity metrics and relevant information on our dedicated diversity and inclusion intranet page [here](#).
- Reasonable adjustments for disabled employees who are placed at a substantial disadvantage in comparison with non-disabled employees.
- Diversity & Inclusion Committee plan to meet on a regular basis and consist of employees who represent a cross section of our business and act to provide support, guidance to BU D & I Champions and drive programmes, initiatives and action on equality, diversity and inclusion.
- PLC reporting via an annual report detailing progress and plans to advance equality, diversity and inclusion.
- Business Unit Diversity and Inclusion action plans owned and progressed by the Managing Director.
- Commercial and supply partners will be asked to provide details of their commitments and strategy on equality, diversity and inclusion as part of our tender process.
- Induction for all new joiners including site induction will call out our expectations and culture in ensuring dignity, respect and inclusion at every levels of our organisation.

For the avoidance of doubt, Taylor Wimpey will not tolerate any forms of discrimination or exclusion within our workplace and will deal with any acts of discrimination, bullying and harassment under the disciplinary or other relevant policy and take appropriate action where necessary.

Responsibilities

Employees, casual workers and operatives

- Undertake the diversity and inclusion e-learning, demonstrate inclusive behaviour and familiarise themselves with our values and HR policies;
- all employees must co-operate with any measures introduced to ensure equality of opportunity;
- call out and report any suspected discriminatory acts or practices as soon as possible to their Line Manager, the HR Department or by using the confidential helpline on 0800 915 1571;
- not induce or attempt to induce others to practice unlawful discrimination; and
- not victimise anyone as a result of them having reported or provided evidence of any harassment, abuse or intimidation of others on account of a Protected Characteristic.

Line Manager

- Undertake the diversity and inclusion e-learning, hiring manager training and any other relevant training deemed necessary to enable Taylor Wimpey to meet its commitments on equality, diversity and inclusion;
- familiarise and implement policies and procedures relating to equality, diversity and inclusion and communicate them to employees;
- role model and promote a professional and positive work environment by being non-judgmental, inclusive and open, and challenging behaviour or decisions that breach this policy;
- take accountability for timely and appropriate action to address and resolve bullying, harassment and discrimination in line with our HR policies;
- ensure that commercial, supply and external partners understand and comply our policy.

Human Resources

Human Resources is responsible for ensuring that managers and employees are aware of Taylor Wimpey's commitment to diversity and inclusion and will ensure the following;

- Custodians of equality, diversity and inclusion and provide constructive challenge when behaviours do not promote or demonstrate our commitments to diversity and inclusion;
- coach and support managers to be responsible for their own behaviours and the diversity & inclusion of their teams;
- ensure that this policy is regularly reviewed and developed and that any amendments are communicated.

Our PLC board of directors has overall responsibility for the effective operation of the Equality Diversity and Inclusion Policy and for ensuring compliance with discrimination law.

Discrimination



We do not expect anybody who works for us to unlawfully discriminate against or harass or victimise other people due to their Protected Characteristic; this includes current and former employees, job applicants, clients, customers, suppliers and visitors. This applies in the workplace, outside the workplace (when dealing with customers, suppliers or other work-related contacts or when wearing a work uniform), and on work-related trips or events including work social events

The following forms of conduct are prohibited under the Equality, Diversity and Inclusion Policy and are unlawful:

- Direct discrimination: treating someone less favourably because of a Protected Characteristic.
- Indirect discrimination: a provision, criterion or practice that applies to everyone but adversely affects people with a Protected Characteristic more than others and cannot be justified.
- Harassment: this includes sexual harassment and other unwanted conduct related to a Protected Characteristic, which has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them. Harassment is dealt with further in our Anti-Harassment and Bullying Policy.
- Victimisation: subjecting someone to a detriment, who has (or may) complain or has (or may) support someone else's complaint about discrimination or harassment.
- Failure to make reasonable adjustments for disabled persons: Adjustments may be necessary if a disabled person is placed at a substantial disadvantage in comparison with persons who are not disabled; if so, an employer must take such steps as are reasonable to avoid the disadvantage.

The Company will ensure that redundancy criteria and procedures are fair and objective and are not directly or indirectly discriminatory. Please refer to the Redundancy Policy for more information.

Specific statutory protection applies to employees who are either pregnant or on maternity leave. Please refer to the Maternity Policy (add link) for more information. The Company will also ensure that disciplinary procedures and penalties are applied without discrimination, whether they result in disciplinary warnings, dismissal or other disciplinary action.

What are protected characteristics?

- Age
- Disability
- Gender/ Gender Reassignment
- Marital Status (Marriage or civil partnership)

- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual Orientation

Breaches of the Equality, Diversity and Inclusion Policy



The Company takes a strict approach to breaches of the Equal Opportunities Policy, which will be dealt with in accordance with the Disciplinary Policy, where applicable. Serious cases of discrimination may amount to gross misconduct resulting in dismissal. Individuals who believe that they have been discriminated against in accordance with the [Equality, Diversity & Inclusion Policy](#) may:

- if they are an employee, raise a complaint using the Grievance Procedure in the Grievance Policy;
- if they are an operative, raise a complaint by using the Grievance Procedure in the Working Rule Agreement or
- if they are any other individual (including an agency worker, self-employed contractor, casual worker, or job applicant), raise their concern with the HR Department or Line Manager if applicable.
- Where there has been an allegation of harassment or bullying, the Anti-Harassment and Bullying Policy (add link) should be followed.

Complaints will be treated in confidence and investigated as appropriate.

There must be no victimisation against anyone who complains or supports a claim about discrimination. However, making a false allegation deliberately and in bad faith will be treated as misconduct or, in appropriate circumstances, gross misconduct, and will be dealt with under the Disciplinary Policy.

Further, no employee or worker should be subjected to any detriment due to their membership of a trade union or because they choose to take part in the activities of a trade union.

Concerns about third parties

Individuals who believe that someone else has been discriminated against contrary to the Equality, Diversity and Inclusion Policy should raise their concerns with the individuals Line Manager or the HR Department.

Other Policies



All Company policies, remuneration, hours of work, appraisal schemes and benefits are designed to promote equality of opportunity and protection for all employees.

Equality, Diversity and Inclusion policy does not form part of any employee's contract of employment and it may be amended at any time.

The Company may also, at its absolute discretion, vary or remove any individual part(s) of the [Equality, Diversity & Inclusion Policy](#), including any timescales or time limits, as appropriate in any particular case or situation.

Confidentiality



Taylor Wimpey will aim to deal with all matters in relation to the Equality, Diversity and Inclusion Policy sensitively and with due respect for the privacy of any individuals involved.

All individuals must treat as confidential any information communicated to them in connection with a matter relating to this policy, unless otherwise authorised by their Line Manager.

