



Objective	Action	Lead/s	Time- scale	Outcome/KPI	Progress	RAG Status
Leadership & Organisational Commitment EDI will be embedded throughout the governance and decision-making processes of the LEP. The LEP Board will appoint an EDI Champion, who will provide advice and scrutiny on all LEP activity. EDI is fundamental to the HEY LEP Economic Growth and Workforce Wellbeing Strategy and the LEP is committed to embedding EDI throughout	 Establish a volunteer EDI advisory group overseen by the LEP's EDI Champion. LEP SLT will meet with the LEP EDI Champion (Catherine Bishop) regularly to ensure alignment of action plans. EDI is a standing agenda item at LEP SLT meetings 	Teresa Chalmers / Catherine Bishop Teresa Chalmers Teresa Chalmers	September 2023 Quarterly Monthly	EDI is embedded across all LEP activity and decision making in line with the aims and objectives of the LEP Economic Development and Workforce Wellbeing Strategy Operational strategies and plans undergo equality analysis		
everything it does.				and steps are taken to mitigate against risk.		

	Equality, Divorbity ar				
Recruitment, employee development & talent retention Adhere to accountable body's equalities policies, and public sector equality duty, Mindful Employer, Stonewall etc. – provide further details of accountable body commitments.	Work with HR to ensure inclusive and fair recruitment practice, following Recruitment Policy & Procedures.	All recruiting staff All LEP managers	Ongoing	Ensure compliance with relevant employment law, and public sector equality duty Supporting the accountable body to be an employer of choice	
				Fulfilling the LEP's commitment to ensuring equality of opportunity	

	Equality, Divorsity an			
Growth Hub now records details of protected characteristics	1) Growth Hub required to report to ½ yearly report to BEIS	Jon Ongoing Brunton (bi-annua	Improved use of data to inform decision making to ensure maximum	
information of business ownership. DBT have requested the following: Age	2) EDI data will be shared with HEY LEP Board and EDI Champion	Teresa Ongoing (bi-monthly)	impact and support EDI objectives	
 Gender Disability Ethnicity Growing Places Fund? (JN) Careers Hub (FH) WDBA (CS) 	3) EDI info to be included in HEY Employment & Skills team annual apprenticeship report. Source: ESFA data cube.	Chris Howell Ongoing (annual)	Continuous improvement demonstrated across all programme delivery	
 Key account management / Inward Investment (PG) Export Partnerships / FDI (AF) 	4) All HEY LEP and Growth Hub LEP events to take place in fully accessible venues	All LEP staff Ongoing		
Yellow = Details TBC	5) Ambition to ensure content of panels & speakers is representative of local communities & demographics	staff		

Equality, Diversity and inclusion Action Fian					
Policies and Practice Accountable body policies:	1) Ensure mandatory training for all LEP staff takes place 2) Ensure compliance with applicable policies	All LEP staff Ongoir All LEP staff	are compliant with applicable equalities law		
Innovation, Monitoring and Evaluation In setting up innovative new schemes and activities we will consider current research and best practice in engaging under-represented groups.	Consult the LEP EDI advisory group on the design and delivery of new schemes and projects	All LEP Ongoi managers	schemes and projects align with LEP EDI aims and objectives		
Monitoring and evaluating innovative schemes and project will be an intrinsic part of service delivery, to ensure that the schemes are designed to improve EDI outcomes. When we create new project ideas and concepts they have to be sustainable and help us to achieve our EDI aims and objectives	guidance note on the monitoring and evaluation of all LEP schemes and projects in relation to EDI.	All LEP managers	EDI is embedded across all LEP activity and decision making in line with the aims and objectives of the LEP Economic Development and Workforce Wellbeing Strategy		
Marketing and Communication	Work to the LEP accountable body's marketing and comms	All LEP Ongoi staff	ing Ensure that all LEP media, comms and PR activity is undertaken in an		

Communications and PR policy –	guidelines on accessible communications			accessible format	
inclusive comms:	COMMUNICATIONS			wherever possible	
WebsitePublicationsSocial media					
• Social media					
Do we publish documents in accessible format? Do we have a reference / advisory group?					
Facilities Events must be accessible – reasonable adjustments must be made for events	Consider accessibility for events	All LEP staff	Ongoing	All LEP events and hosted in fully accessible venues	
etc.	Accommodate reasonable adjustments upon request	All LEP staff	Ongoing	All LEP events accommodate reasonable adjustments	