

Diversity, Equity & Inclusion Policy – Lowther Hire Services

1. Purpose

The purpose of this policy is to promote a workplace where everyone is treated fairly, respected, and able to contribute fully. A diverse and inclusive workforce strengthens safety, teamwork, customer service, and business performance across all plant hire operations.

2. Scope

This policy applies to all employees, contractors, agency workers, and applicants involved in:

- Yard operations
- Driving and delivery
- Equipment maintenance
- Hire desk and office administration
- Management and supervision
- Customer-facing activities

3. Policy Statement

The company is committed to:

- Providing equal opportunities in recruitment, training, and progression
- Ensuring no one is discriminated against based on protected characteristics
- Creating an inclusive culture where everyone feels valued
- Removing barriers that prevent individuals from thriving
- Ensuring fairness in work allocation, site assignments, and access to equipment
- Addressing unacceptable behaviour quickly and consistently

4. Legal Framework

This policy aligns with the **Equality Act 2010**, covering protected characteristics such as:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race
- Religion or belief
- Sex
- Sexual orientation

5. Responsibilities

- **Directors / Senior Management** Champion DEI, set expectations, ensure compliance, and address systemic issues.
- **Managers / Supervisors** Promote inclusive behaviour, challenge discrimination, ensure fair work allocation, and support staff needs.
- **Hire Desk & Office Teams** Ensure recruitment, customer interactions, and internal processes are fair and accessible.
- **Drivers, Fitters & Yard Staff** Treat colleagues and customers with respect, report concerns, and support inclusive teamwork.
- **All Employees** Uphold the policy, avoid discriminatory behaviour, and contribute to a positive working environment.

6. Key DEI Commitments for a Plant Hire Environment

- **Inclusive Recruitment** Job adverts use clear, accessible language; selection is based on skills and competence.
- **Fair Access to Training** All staff have equal access to training such as CPC courses, equipment operation, safety training, and progression pathways.
- **Reasonable Adjustments** Adjustments may include modified duties, flexible working, or adapted equipment for employees with disabilities.
- **Respectful Workplace Culture** Zero tolerance for bullying, harassment, or discriminatory language on sites, in the yard, or during deliveries.
- **Inclusive Communication** Safety briefings, instructions, and training materials are accessible and easy to understand.
- **Fair Work Allocation** Site assignments, driving routes, and equipment responsibilities are allocated based on competence, not personal characteristics.

7. Recruitment & Selection

The company will:

- Advertise roles widely and fairly
- Use objective criteria for selection
- Provide equal access to apprenticeships and technical roles
- Encourage under-represented groups to apply for operational roles

8. Training & Development

Training will include:

- Equality, diversity, and inclusion awareness
- Inclusive leadership for managers
- Accessible safety training for all operational staff
- Opportunities for progression into driving, fitting, or supervisory roles

9. Reporting Concerns

Employees can report discrimination, bullying, or harassment to:

- Their manager
- HR or senior leadership
- A designated confidential contact

All reports will be investigated promptly and fairly.

10. Breaches of Policy

Any breach may result in:

- Informal or formal warnings
- Mandatory training
- Disciplinary action
- Removal from site or suspension

11. Review

This policy will be reviewed annually or following:

- Significant organisational changes
- Legislative updates
- Feedback from employees or customers