

Equality, Diversity & Inclusion

**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM**

**Please read and understand the criteria and guidelines before completing this form.**

**Guidelines on ‘How to Enter’ can be found at** <http://ckegroup.org/cexcellenceyh/ceyh-2022/>

**Please remember that:**

1. Information above the specified word limits will not be taken into consideration.
2. Charts and photos should be embedded in the word document where possible (captions are not part of the word count). Total submission length - maximum 15 pages.
3. Appendices will not be reviewed as part of the submission.
4. Please include JPEG images separately and must be High Resolution

**Category Description:**

**The built environment and the sector is for everyone. The more inclusive projects, organisations and the industry are, the better they serve its communities, the better it recruits and retains the most talented people, the greater the commercial success. According to the International Labour Organization, *“Companies with more diverse, inclusive and invested [equity in people] business cultures and policies see a 59% increase in innovation and 37% better assessment of consumer interest and demand.”***

**EDI is increasingly understood to mean:**

* **Equality – fair investment, treatment, access, opportunity, and advancement for all people significantly improves commercial and collective success.**
* **Diversity – valuing all the ways that people differ – gender, ethnicity, neural, identity, cultural and more. Identity doesn’t predict outcome.**
* **Inclusion – variety of people brings real power, voice, and decision-making authority**

Judges are looking for organisations or project teams that best demonstrates…

1. Clearly defined mission statements and strategies to improve EDI, and for those to be widely disseminated (within & beyond the organisation) to demonstrate commitment and perhaps encourage collaboration. In EDI mature companies, diversity, equality, and inclusion permeate the company’s mission, strategies, and practices in ways visible to the entire organization.
2. Specific organisational action plans to develop or identify EDI best practice within and beyond the organisation, and then importantly to implement them – perhaps AI-based recruitment, effective onboarding, ‘cultural competency’ toolbox talks, EDI steering committees, and regular people and culture programs, effective retention, or any other aspects.
3. Evidence of measuring and reporting progress and improved performance on EDI – where possible appropriately benchmarked to demonstrate ‘top quartile’ performance.
4. Communication – actively sharing actions and success within and beyond the organisation to inspire others to act.
5. Embed success to benefit a multi-generational workforce.

**\*\*PLEASE NOTE\*\*** EDI (Equality, Diversity & Inclusion) is a **REGIONAL ONLY** award and therefore the winner will not go on to compete in this category at the National Constructing Excellence Awards 2022.

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| **Entry Checklist:**1. **☐ Completed entry form** – low resolution images can be embedded to support your entry.
2. **☐ Logos** – for all key parties that should be recognised for the award (original .eps files).
3. **☐ High resolution images** (print quality) – up to 5 photos.

**Contact:** Please contact Donna Lee or Liz Schofield via email to ceyhawards@leedsbeckett.ac.uk or via phone T: 0113 812 7601 (Donna), 0113 812 1902 (Liz). |

**Further guidance:**

**The Constructing Excellence Awards ‘recognise the best and inspire the rest’**

**What makes your submission special?**

We want to know if you are doing something new or different or doing something common to the industry but better than anyone else. It could be how you manage a specific process or a wide-ranging programme. It doesn’t need to be technologically cutting edge, but it does need to be exemplary.

**Can you demonstrate real benefits?**

We want data. You needn’t submit all your data, but we need to know that you have changed or achieved something through some measurable information.

**Is it honest?**

We are not looking for marketing information. We want real stories which give an honest summary of all the issues that you have overcome to deliver.

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**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM SECTION 1 OF 2**

**Main contact** (this relates to questions/queries about the entry)**:**

|  |  |
| --- | --- |
| Name |  |
| Organisation  |  |
| Email |  |
| Telephone |  |
| Address |  |
| Postcode |  |

**Nominee’s contact details:**

|  |  |
| --- | --- |
| Name |  |
| Position |  |
| Current employer |  |
| Type of organisation | (i.e. housing association, developer, government department, contractor, consultant etc) |

**IMPORTANT:** Logos – please supply HIGH QUALITY **.eps** or **.jpeg** logo files for all organisations mentioned.

These logos will be etched onto the glass trophies presented to winners.

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**CONSTRUCTING EXCELLENCE AWARDS ENTRY FORM YOUR SUBMISSION │ SECTION 2 OF 2**

**Please note:** if you are unable to insert images directly into the cell, please use space between each question to insert images.

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| 1. **Summary** (**max. 500 words**)

\* Please provide a **clear summary** of all key messages and aspects of the submission. This section will be used for marketing purposes. A clear and full answer ensures we showcase your project effectively. \***Guidance questions:** What makes this project a winning entry? Why do you think this work stands out from the crowd? How do you suggest we share this with the industry? |
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| 1. **Background:** Describe the circumstances or challenges faced in relation to this entry (**max. 250 words**)
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| 1. **Strategy development and communication:**

What inspired and informed the development of your strategy? What consultation was done within and beyond the organisation to identify critical component? How was it developed and who was involved? How was this communicated and to what response?(**max. 250 words**)  |
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| 1. **Organisational Action Plans**

What were the key actions, resources and milestones in your organisation’s EDI action plan? What leadership and how does that differ from before? How did it develop or identify EDI best practice within and beyond the organisation, and then importantly to implement them – perhaps AI-based recruitment, effective onboarding, ‘cultural competency’ toolbox talks, EDI steering committees, and regular people and culture programs, effective retention or any other aspects. (**max. 250 words**)  |
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| 1. **Measuring and Reporting**

What measures (outputs and outcomes) were developed and what was achieved? If different, please briefly explain. Where possible demonstrate ‘top quartile’ performance against appropriate benchmarks. What progress reporting was done and to whom?(**max. 250 words**)  |
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| 1. **Communication:**

What communication channels and mechanisms were used, to what audiences (within and beyond the organisation) and to what effect (planned and actual)? What were the ‘stand out’ elements of those communication mechanisms that you would recommend to others? (**max. 250 words**)  |
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| 1. **Legacy:**

How has progress and success been embedded to ensure sustained positive impact and to benefit a multi-generational workforce? What are the likely actions going forward to maintain or further improve EDI within the organisation and beyond the organisation? **(max. 250 words**)  |
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| 1. **3 winning facts about your submission**

Ensure you highlight 3 **key** achievements. This may be published by Constructing Excellence Yorkshire and Humber. |
| **1** |  |
| **2** |  |
| **3** |  |