**CIHT Yorkshire & the Humber Award**

for

**Equality, Diversity and Inclusion 2024**

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This award recognises employers or individuals that have implemented (or been involved in) an EDI (Equality, Diversity, Inclusion) initiative of merit within the Yorkshire and the Humber region. The judges are looking for people or organisations that have gone the extra mile to embed EDI into their work and into the wider transportation sector. The aim of the award is to recognise those who have committed above and beyond the CIHT’s EDI Charter and are taking steps to become industry leaders in this area.

Criteria for the award

The EDI initiative should have made a positive contribution to the organisation, industry and society. The judges will also be looking for how well the initiative(s) have been embedded in the organisation and evidence of culture change. The overall judging will consider how the EDI initiative has been implemented, what steps have been done in its creation and the measures used to monitor progress, including;

**• Clarity of aims & objectives:** clear demonstration of ambitions and setting achievable objectives for EDI across multiple protected characteristics

**• Stakeholder engagement:** the degree to which the initiative has sought out and engaged with a wide range of stakeholders to ensure the approach is truly inclusive

**• The accessibility of the EDI initiative:** the level of outreach or impact the initiative has had on multiple groups with protected characteristics

**• Lessons learnt during implementation:** the amount of self-reflection that has taken place since the initiative and steps taken to extend its applicability and success

**• The longevity of the initiative:** the extent to which the initiative will have a lasting legacy post-implementation

Eligibility

Entries will be accepted from owners, clients or direct stakeholders, working in highways or transportation in a public, private or voluntary capacity in the Yorkshire and Humber region.

Judging

An independent panel of judges will seek evidence of excellence in the criteria but note that not all criteria have to be met as the aim of the award is to highlight best practice in the region.

Entries failing to meet the specified criteria or which are not submitted in the requested format will not be considered.

Entries & Submissions

The entry should take the form of a maximum 1,000 word submission or a 3 minute video stating details of the project in accordance with the above criteria.

The submission should be made electronically by Friday 13th September 2024 and the winner will be determined at a meeting of the Yorkshire & The Humber Region Awards Sub-Committee.

Please email your submissions to **yhawards@ciht.org.uk**and **yorkshireandthehumber@ciht.org.uk**

Award

The winner will be announced at the Yorkshire & the Humber Region Awards Dinner on **Friday 8th November 2024** at the Marriot Hotel, Leeds City Centre.

The winning entry will be awarded a certificate and Award trophy. The winner of the award will have details published in an issue of Transportation Professional.

The winner of this award will be required to present their project at a future CIHT Evening Meeting or webinar.

Submission Information

**Deadline for entry: Friday 13th September 2024**

To submit an entry for the awards, email the attached entry form and a maximum 1,000 word submission to: **y****hawards@ciht.org.uk**and **yorkshireandthehumber@ciht.org.uk**

Please type **Equality, Diversity and Inclusion Award 2024** in the Subject field.

**Submission of entries**

1. Entry is free.
2. Submissions must include a completed entry form. If you are entering more than one award, please complete a separate entry form for each award.
3. Submissions must clearly explain how the entry meets the criteria specified. Entries will be accepted in either written or video format
	1. Written entries are limited to 1,000 words only. Submissions will be accepted over this length but will be judged on first 1,000 words. The entry document should be in Microsoft Word or PDF format, submitted with the official entry form by e-mail.
	2. Alternatively, video entries should be a maximum of 3-minutes long. Submissions will be accepted over this length but will be judged on first 3 minutes. The video should be submitted with the official entry form by e-mail.
4. Entries must include a 150-word paragraph summary outline and photograph of the project which may be included in a tabletop booklet or Powerpoint presentation on the night of the awards.
5. All entries are to be submitted electronically.
6. Entries may be accompanied by supporting material (e.g. illustrations, plans or results of monitoring studies) in electronic format, but these will be viewed at the judge’s discretion.
7. Entries can be submitted for a specific project or a range of complementary elements.
8. Judges must be allowed reasonable access to request further information, visit the project or interview the entrants, if appropriate.

**Submission Material**

1. All material submitted will be treated as available for publication in awards-related articles within Transportation Professional magazine and promotional materials developed for the Awards, unless otherwise copyright protected.
2. We regret that we cannot return any materials submitted.

Entry form:

**Equality, Diversity and Inclusion Award**

**The CIHT Awards aim to celebrate and reward the good work currently taking place in the highways and transportation sector in the Region, and to promote this professionalism and best practice to a wider industry audience.**

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| Equality, Diversity and Inclusion Entry |
| **Name of Nominated Individual or Project in Full** |  |
| Title (Mr, Mrs, Ms, Miss, Other) |  |
| First Name |  |
| Surname |  |
| Position Held |  |
| Company |  |
| Office Address (including Post Code) |  |
| Telephone Number |  |
| Email Address |  |

**Conditions of Entry**

The decision of the judges appointed by the Region will be final. No correspondence will be entered into with entrants concerning the decision of the judges on any matter associated with the CIHT Yorkshire & the Humber Awards 2024.

The Region sub-committee reserves the right to refuse or disqualify any entry for any reason it considers valid, and will not enter into any discussion or correspondence concerning the decision. All material submitted will be treated as available for publication in awards-related articles within Transportation Professional magazine and promotional materials developed for the awards, unless otherwise copyright protected.

Regretfully, we cannot return any materials submitted.

**Data Protection Notice**

The personal information you have provided by completing this entry form will be used and maintained by CIHT to process your entry and market any future related activities. We will keep the information you have supplied confidential and will not disclose it to any third parties.

All entries and enquiries to: **yhawards@ciht.org.uk** **and** **yorkshireandthehumber@ciht.org.uk**

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| --- | --- | --- | --- |
| **Signature:** |  | **Date:** |  |

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| Equality, Diversity and Inclusion Entry |
| **Summary:** | **Photo:** |
| *Enter 150-word summary here* | *Insert photo here* |
| **Submission:** |
| *Enter 1,000-word submission here – or upload a video entry.* |