



## Career Development Policy

### Purpose

Our approach to career development is designed to support people to grow in ways that are meaningful to them, while also building the skills and capabilities our Company needs for the future. We recognise that careers are not always linear, and that individuals may seek progression, deepening expertise, or new directions at different stages of their working lives. This policy sets out how we enable and support those journeys in a fair, inclusive, and structured way.

### Our Approach

We are committed to creating an environment where career development is accessible, transparent, and aligned with both individual aspirations and business needs. We support a range of career pathways, including leadership, technical, and operational routes, recognising the diverse contributions required across our workforce.

Career development is a shared responsibility:

- Individuals are encouraged to take ownership of their career goals and development.
- Managers are expected to have regular, meaningful career conversations and to support development planning.
- The Company provides frameworks, tools, and opportunities to enable growth and progression.

### Career Development Principles

- **People-Centred and Inclusive**  
We support all employees to explore and pursue career opportunities, ensuring equitable access regardless of background, working pattern, or personal circumstances.
- **Transparency and Fairness**  
Opportunities for progression and development are communicated clearly, with decisions made consistently and based on merit, potential, and business need.
- **Multiple Career Pathways**  
We recognise that progression is not limited to leadership roles. Employees can develop through technical expertise, project work, lateral moves, or leadership pathways.



- **Continuous Development**  
Career development is an ongoing process. We encourage regular reflection, feedback, and learning to support growth over time.
- **Future-Focused Skills**  
We prioritise building skills that support both current performance and future opportunities, including adaptability, digital capability, and leadership.

## **Career Development in Practice**

- **Career Conversations**  
Employees will have regular opportunities to discuss their career aspirations, strengths, and development needs with their manager as part of performance and development discussions.
- **Development Planning**  
Individuals are supported to create and maintain development plans that align personal goals with organisational priorities.
- **Learning Opportunities**  
Access to training, mentoring, coaching, and on-the-job development will be provided to support career progression and skill-building.
- **Internal Mobility**  
We encourage internal movement across teams and functions, providing opportunities for employees to broaden their experience and develop new capabilities.
- **Talent and Succession Planning**  
We identify and support talent across the organisation, helping to prepare individuals for future roles and ensure business continuity.

## **Equality, Diversity and Inclusion**

We are committed to ensuring that career development opportunities are fair and inclusive for all employees. Our practices align with the principles of the Equality Act 2010, and we actively work to remove barriers that may limit access to development or progression.

We recognise that individuals may have different needs and responsibilities, and we will consider flexible approaches to development where possible.



## Roles and Responsibilities

- **Employees**  
Take an active role in setting career goals, seeking feedback, and engaging in development opportunities.
- **Managers**  
Support career development through regular conversations, constructive feedback, and enabling access to opportunities.
- **TechPoint**  
Provide clear frameworks, fair processes, and resources to support career development across all levels.

## Monitoring and Review

We will regularly review our career development practices to ensure they remain fair, effective, and aligned with organisational goals. Feedback from employees will be used to continuously improve our approach.

*This policy is non contractual*

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