

## Equality and Diversity Annual Report (2022)

### Introduction

Sports Information Services Ltd (SIS) is committed to the promotion of an inclusive workplace and a working environment where everyone is treated with dignity and respect, where the talents and skills of different groups are valued.

This report provides information on the key activities undertaken by SIS in financial year 2022/23 to ensure that everyone is treated equally and fairly at work.

### How are employees informed of the company's policy?

Employees are onboarded through our HR system; they are encouraged to read the policies and employee handbook which contains the SIS Development and recently revised Equality, Diversity and Inclusion policies. All employees can access the policies via the HR system through web browser or the mobile app.

### What is Equality , Diversity and Inclusion at SIS

**Equality** is ensuring everybody has an equal opportunity and is not treated differently or less favourably based on specific protected characteristics.

**Diversity** can be described as celebrating differences and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contributions which is beneficial not only for the individual but for the company.

**Inclusion** is what's needed to give diversity real impact, and drive towards a world of work where all employees are empowered to thrive. And, whilst diversity and inclusion often go hand in hand, inclusion is fundamentally about individual experience and allowing everyone at work to contribute and feel a part of an organisation.

Equality, Diversity, and Inclusion are not inter-changeable but inter-dependent. There can be no equality of opportunity if difference is not valued, harnessed, and taken account of.

### Policy

Sports Information Services Ltd (SIS) including the group companies is committed to promoting equality diversity and inclusion at work and encouraging a culture that

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actively values difference and recognises that people from different backgrounds and experiences can bring valuable insights to the workplace and enhance the way we work. SIS aims to be an inclusive workplace where everyone is treated with dignity and respect, where the talents and skills of different groups are valued. SIS is committed to providing equality of opportunity in employment and to avoiding unlawful discrimination in employment and against contractors, suppliers or customers and ensure compliance with relevant equality legislation such as the Equality Act 2010, Codes of Practice and relevant best practice guidance.

Everyone who applies to or works for the Company will be treated equally, regardless of race, colour, nationality, ethnic origin, gender, disability, marital status, sexual orientation, religion, social or employment status, or age.

As a business, the Company's policy is to recruit, develop and promote employees purely based on talent, ability, and skills.

The policies are designed to benefit all permanent and temporary employees, job applicants, agency contractors, freelancers, and casual workers. The requirement not to discriminate, either directly or indirectly, applies to all those who work for the Company, whether or not they are employees, but is particularly relevant to those who make decisions affecting job applicants and employee development. It is relevant to every aspect of work, including recruitment, selection, appraisal, counselling, promotion, terms, and conditions (including hours of work), compensation, training, and personal development.

### Disabilities

The Company recognises that it has clear obligations towards all its employees and the community at large to ensure that people with disabilities are afforded equal opportunities to enter employment and progress within the Company. In addition to complying with the requirements of the legislation, the Company will follow procedures designed to provide fair consideration and selection of applicants who have disabilities and to satisfy their training and career development needs. Where employees become disabled in the course of their employment with the Company, reasonable steps will be taken, to accommodate their disability by making reasonable adjustments to their existing employment or redeployment and, through appropriate retraining to enable employees to remain in employment with the Company wherever possible.

### Job Advertisements

HR ensures that all recruitment advertisements, whether internal or external are not discriminatory. External advertisements will use a range of methods and sources to ensure that they are seen by as wide a pool of applicants as possible.

### Performance and Promotion

Assessment criteria are designed to ensure that judgments about performance and decisions about promotion are based on objective evidence, and do not, therefore, discriminate against any groups or individuals.

### Grievances

If you are concerned about the application of this policy or believe that you have received less favourable treatment you should make an informal or formal complaint under the Harassment or Grievance procedures.

### **How does SIS practice its policy?**

Vacancies are advertised internally on the company intranet and are advertised externally on our company website as well as through other external sources such as social media platforms, agencies, and job boards to target a wide range of candidates

We are committed to ensuring we give everyone the same chance to do well in their job, get training and move into other job roles within the business. Policies are in place which set out the behaviours we expect in the workplace, employees and their representatives are consulted on changes to policies and practices which will affect their working lives.

When considering the way we organise and plan our business we ensure that everyone has the same chance to use our buildings and facilities unless some employees need separate rooms for privacy or because of their religion or belief. We have clear policies on health and safety and carry out regular risk assessments to promote employee health and wellbeing. When deciding on our dress codes we are careful that these rules do not discriminate in any way because of sex, disability, religion, or belief.

When recruiting to new roles we are committed to treating all job applicants fairly in deciding who gets the job. We do not ask people about their health or disability before we offer them a job. We will make reasonable adjustments to give people with disabilities the same chance as anyone else. We will not ask female applicants about being pregnant when interviewing for a job or refuse to give a woman a job because she is pregnant.

When deciding on the hours people work, we do not unlawfully discriminate when deciding when people work and when they can have time off. This includes deciding if people can work flexible hours and making changes for people with disabilities. We recognise the legal right to request flexible working so we have procedures in place for dealing with these requests. We will not change the time a person has to

work without reasonable grounds if it goes against their religion or belief. When an employee is absent from work due to ill health, we make reasonable adjustments to help them get back into work. We recognise there are special rules about employees taking time off work when they are pregnant or to care for a new baby or adopted child.

When we decide on pay levels, we consider what other organisations in the industry and area pay for the job, the skills and training people need and how well the person does the job. Work related training and development is available to all employees. We carry out activities which bring employees together to promote inclusion and understanding and these are planned to take account of access requirements of different employees as well as caring responsibilities and cultural differences.

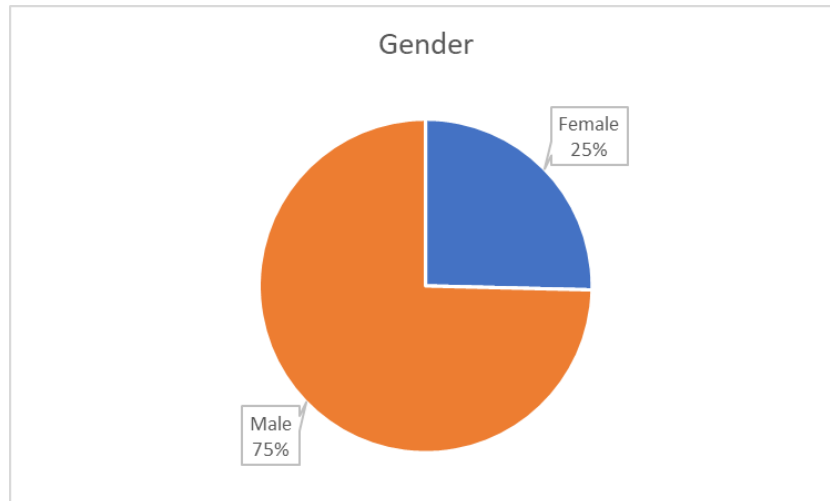
### **How do we monitor the policy's effectiveness?**

We currently compile and analyse data on our colleagues by age, ethnic group, gender, and disability. Provided below are the SIS Ltd and 49CG Ltd diversity data, excluded from these charts are the following subsidiaries due to their very small headcount: SIS Media, 49's Ltd and SIS Content.

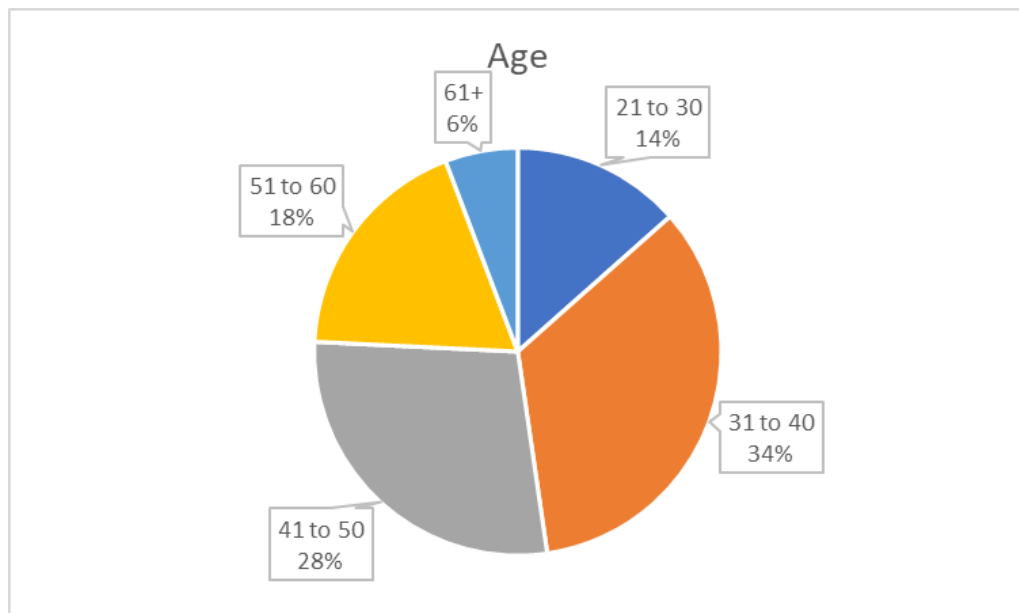
## Equality, Diversity and Inclusion Data

SIS Ltd employed a total of 260 colleagues as at 29 November 2022.

### Gender



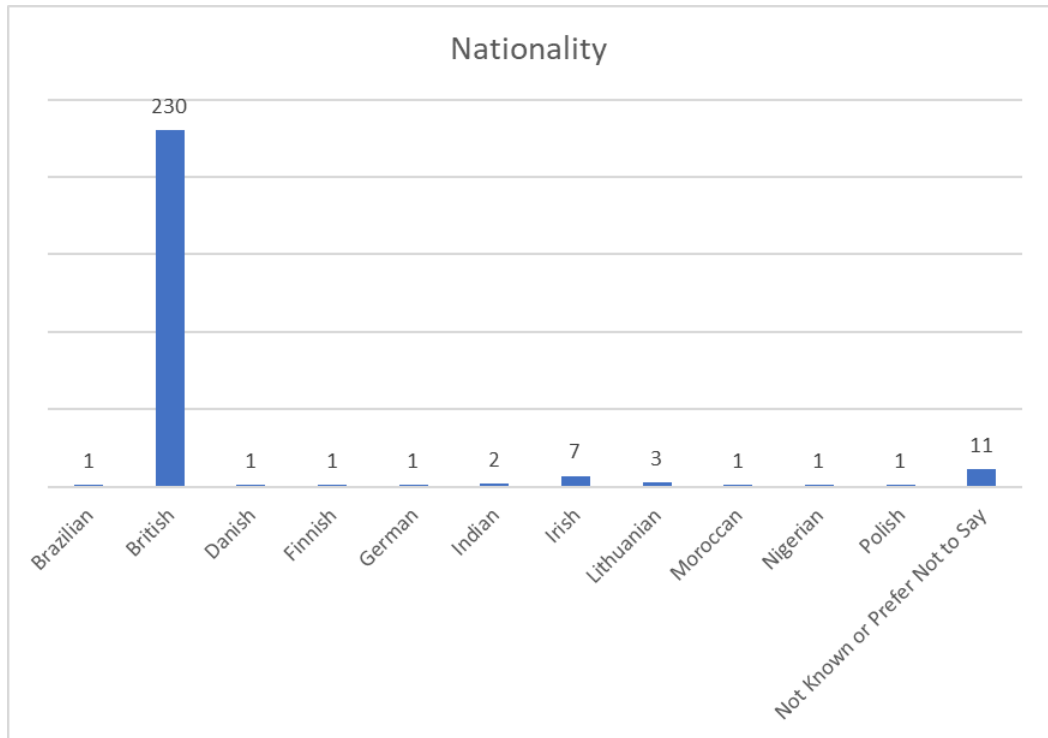
### Age



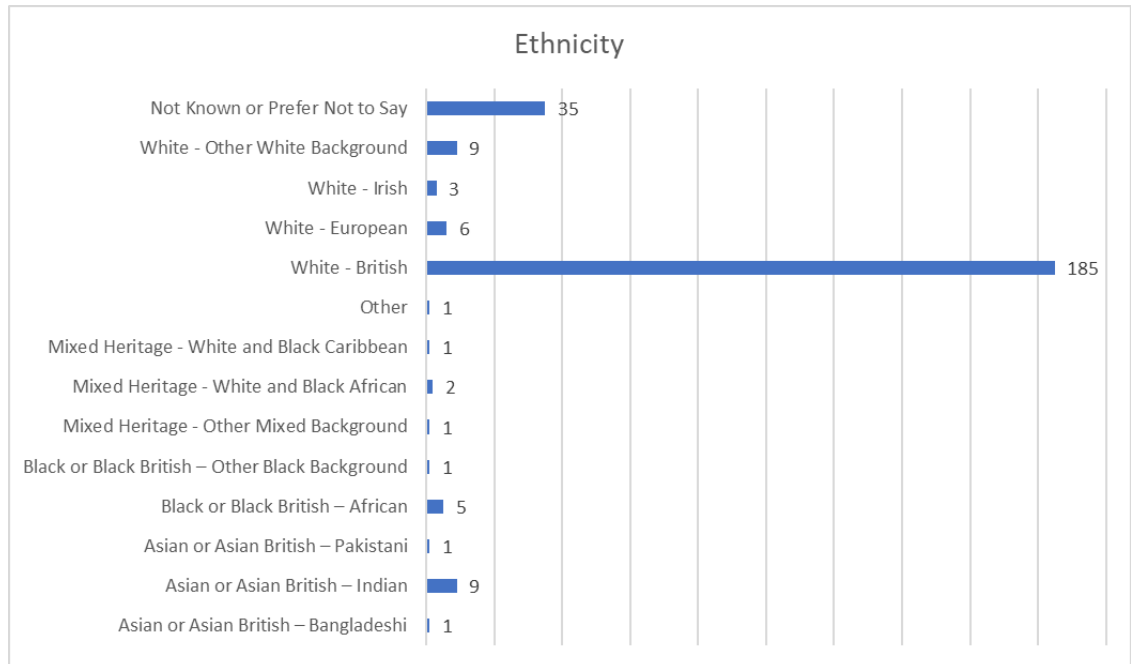
### **Disability**

4 individuals have disclosed that they have a disability.

Nationality

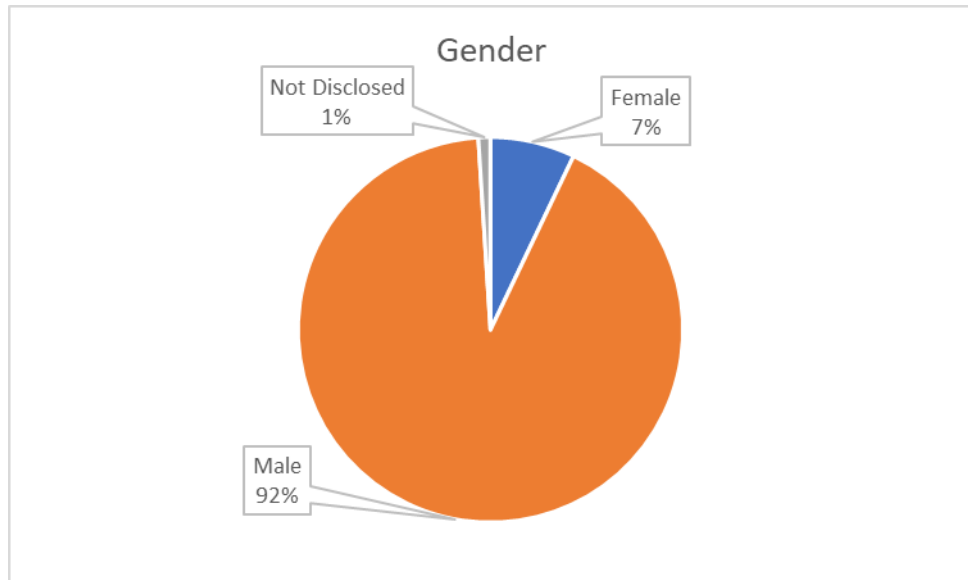


Ethnicity

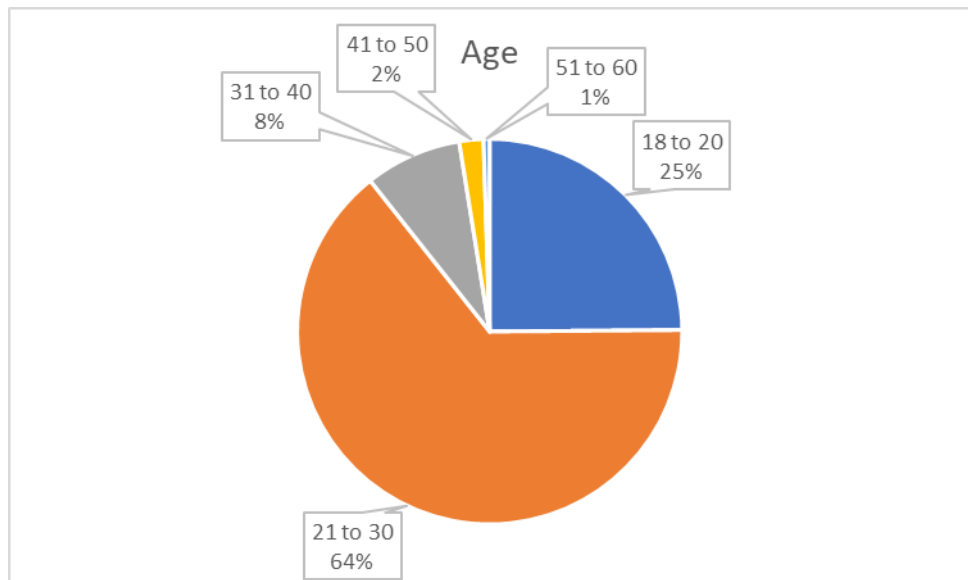


49CG Ltd had a total of 197 colleagues as at 29 November 2022.

Gender



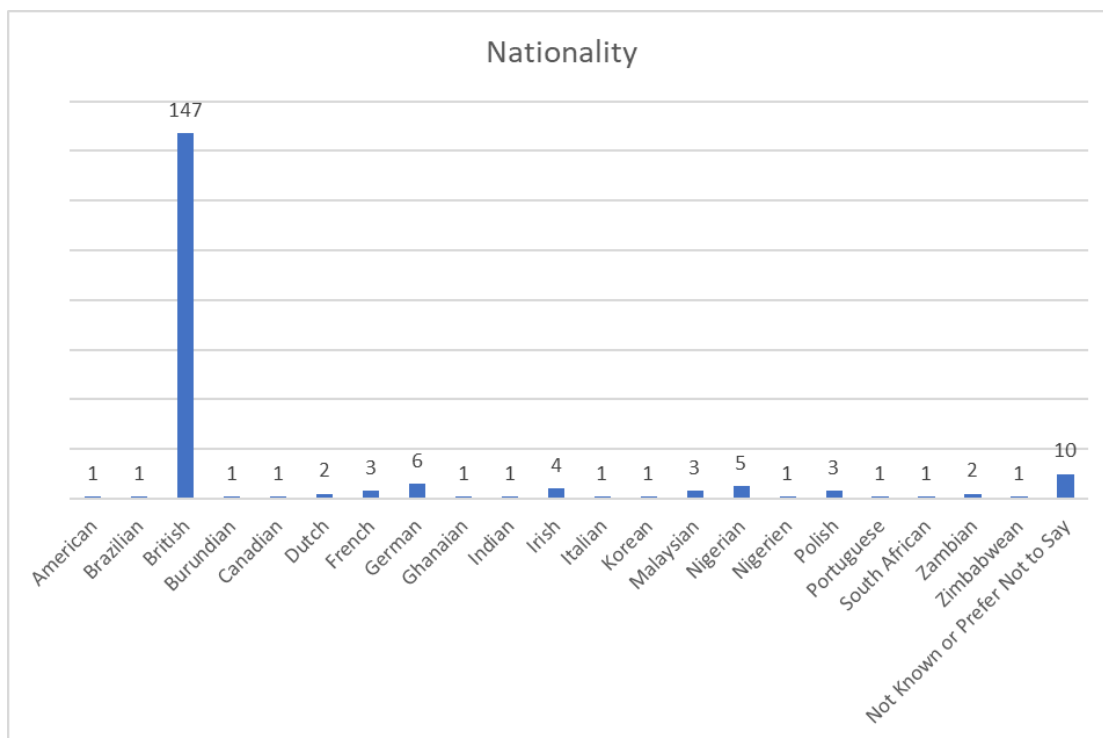
Age



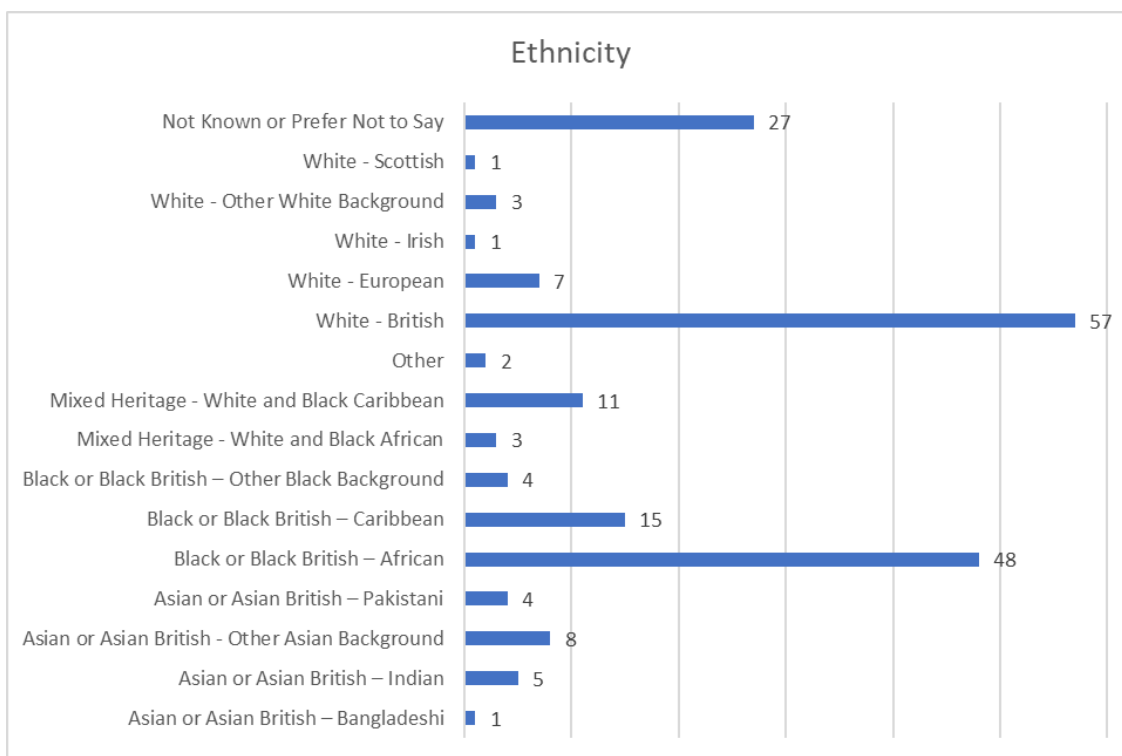
**Disability**

8 individuals have disclosed that they have a disability.

Nationality



Ethnicity





## **Future Plans**

We have focussed on encouraging colleagues to complete the data set and if they prefer not to state to choose that option. In order to determine where historic data is missing rather than exercising an active choice to not declare.

During the next year we will:

- Continue to Audit the data we currently hold and ask employees to review and update their records where data is incomplete.
- Carry out an audit of employee's salaries according to membership of different groups and check the rates of progression within and through job grades.
- Look at the retention and exit rates by different groups.
- Review our formal policies that deal with discrimination, bullying and harassment and carry out refresher training with our managers to ensure they are clear about the policies and trained to act quickly when dealing with complaints
- Focus more attention on understanding reasons for lack of female appointment when we receive applications.

## **Training & Development**

Training is currently identified as part of annual performance review process and as business and operational needs arise, however training and development is available to all employees via linked in learning where it is relevant to their role and will add value to the business. We also support a number of employees through professional study with sponsorship and study leave.

We aim to ensure that all new starters attend the company induction within 3 months of them starting. Managers of new starters are also provided with a new starter induction checklist which ensures they cover everything they need to within the first few months of the employee commencing employment. We are reviewing the approach to induction as we transition to hybrid working arrangements for our non-operational colleagues.

SIS pledged to demonstrate commitment to development and talent management via the performance review process. We have delivered Performance Management workshops to assist managers in cascading training; the process aims to assist managers with identifying areas of training and development to meet performance standards and incorporate SIS values and behaviours. We are continuing to evolve our approach to performance management, so reviews take place more frequently

and our objective setting and review sessions are more in keeping with our natural business cycle.

We have introduced an inhouse development programme for our managers, the first two cohorts have completed the programme, planning for the next cohort is underway.

Mandatory e learning modules on Equity, Diversity and Inclusion and Unconscious Bias took place during 2022.