

Fair Work First

Hillside Outside Ltd is committed to advancing the Fair Work First criteria as follows:

1. We have an appropriate channel for effective employee voice

- Regular one-to-one meetings between the director and employee where open, meaningful individual dialogue takes place. Separate to bi-annual appraisals.
- Regular appraisal and feedback opportunities.
- Informal team discussions (prior to events with additional freelance staff).
- Employee surveys to gather feedback on specific topics eg. performance debriefs on events.
- Opportunity for employee to submit ideas and contribute to key organisation strategies.

These individual channels where the employee's voice is listened to lead to sharing insights, creative solutions, innovative ideas, stronger trust within the organisation & identifies areas for improvement.

2. We invest in workforce development

Development and learning is supported across the business. Induction and probation procedures are in place to support employees.

In-house mentorship:

Directors host weekly staff 1-2-1s, imparting over a decade's worth of experience, to develop skills in:

- Event marketing via digital advertising
- Graphic design
- Copy writing
- Web design
- Planning and Logistics

Community & Environmental Training & development:

As an outdoor sports event company, ensuring our staff are full trained to maximise the positive impact within our community and on the environment, we provide and fund:

- Two day Outdoors First Aid training and qualification
- Trail building Accreditation (mountain bike specific)
- Sales and Account Management Training

Staff Onboarding:

Our onboarding process includes:

- IT systems training

- Financial overviews
- Human Resource procedures

3. We do not use zero-hours contracts inappropriately

We make no use of inappropriate use of zero hours contracts and currently have no one employed on this contract. In the future we would only be issued if they are the appropriate option for either the business activity or staff member.

Our current staff are employed on a full-time open-ended contracts. Certain roles within our organisation lend themselves to employing freelance staff. These staff are employed for specific tasks.

4. We take action to tackle the gender pay gap and create a more diverse and inclusive workplace

During recruitment we:

- Check the language in job descriptions to remove bias.
- Standardise interviews – to ensure consistency across all candidate interview and remove unconscious bias during the interview process.
- Implement a collaborative hiring process:

We are a small team and ensure the candidates meet existing team members, are aware of the working environment and management style to ensure a positive candidate experience before they accept the job.

The whole team being part of the recruitment process helps us avoid individual bias against candidates.

- We vary where we advertise to ensure a wide range of applicants:

Social media platforms across different brands

LinkedIn

Company websites.

- Diversity/inclusivity

Our company ethos is to host events everyone can be a part of regardless of background, ability, age, sexuality, or ethnicity. This value is reflected within our existing team and why the whole team is involved in recruitment.

5. We commit to paying the Real Living Wage

We are an accredited Living Wage employer.

6. We offer flexible and family-friendly working practices for all workers from day one of employment

Hillside Outside offers flexible and friendly working practices from day one. Where possible and practical Hillside Outside offers a flexible working environment. Staff can always organise their work around other family commitments.

- Working from home

The staff are predominately office based however working from home on a temporary basis is facilitated as required.

- Part time

The opportunity to work part time is available depending on the roles and responsibilities. This is negotiated at the beginning of an employee's contract but can be re-negotiated at any time.

- Staggered Hours

Staff are required to work core hours however staggered work hours are possible and depend on the employee's requirements. Breaks are flexible and can be taken by staff when they choose.

- Flexitime

Hillside Outside does not operate an official flexitime policy. However, employees receive days in lieu when they work an event weekend, and an ad-hoc flexitime arrangement is in place.

7. We oppose the use of fire and rehire practice

Hillside Outside does not operate a policy of firing and rehiring. The average staff turnover over the last 4 years is approximately 16% this is in line with the national UK average.

Signed:

02/04/25

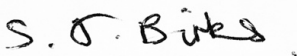


Neil Dalglish

Director

Signed:

02/04/25



Sarah Birks

Projects Manager