

Diversity, Equity & Inclusion Policy

Why do we have a policy?

At Future, we're committed to fostering, cultivating and preserving a culture of Diversity, Equity & Inclusion (DE&I) for and with our people. Our strength lies in our people; their diverse backgrounds, skills, and perspectives drive our innovation and success. We believe in a workforce where everyone is valued, heard, and empowered to contribute.

We're transparent about our commitments and expectations, which helps us build a company that stands out from the competition. By focusing on inclusion, we aim to create an environment where everyone can thrive.

Why is an inclusive, equitable and diverse workforce essential?

DE&I is critical to our long-term success. It's not about quotas or compliance; it's about ensuring that everyone can contribute their unique perspectives and talents.

A diverse and inclusive environment fosters creativity, enhances decision-making, and fuels innovation, benefiting our people, our products, and the communities we serve.

We want Future to be a great place to work, where our people feel heard, recognised, valued, and supported in their personal and professional growth. Fairness is key to our achieving this, so by removing barriers and executing consistently, we can provide opportunities for our people to develop and flourish.

Who does this policy apply to?

We each have a responsibility to treat others with respect and dignity. This includes how we interact with colleagues, make hiring decisions, engage with external partners, engage our audience, and represent Future at work functions.

We extend the same behaviour standards and principles to third parties, agency workers, freelancers and contractors.

To build a more inclusive culture, we aim to provide opportunities each year for DE&I learning and development, which underpins our culture and sense of belonging.

General Principles

- **Equality and Fairness:** We're committed to a culture where all individuals are treated equally, fairly, and with respect. Everyone should feel welcome and supported to reach their full potential.

- **Opportunities for Growth:** We provide equal opportunities for promotion, training, and development based on merit, ensuring all individuals can progress in their careers.
- **Inclusive Recruitment:** We ensure that our hiring practices are free from bias. All candidates are considered equally, and job adverts must not suggest any form of discrimination.
- **Consistency:** The application of the Company's terms and conditions of employment, policies and procedures, particularly the disciplinary and grievance procedures, will be fair, transparent, and free from discrimination.
- **Eliminating Discrimination:** Discrimination of any form — direct, indirect, or perceived — will not be tolerated. Every individual should be able to work without fear of prejudice or exclusion.
- **Selection Processes:** The ability to perform the job will be paramount in any selection process. Managers making decisions at any stage of recruitment, promotion, training, etc. should keep a written record of their reasons for decisions. Records will be retained for three months.
- **Contractors and Third-Party Partners:** Contractors, agency workers, and freelancers engaged with Future are expected to adhere to the principles outlined in this DE&I policy. We hold them accountable for incorporating these values into their work, ensuring that their conduct, service delivery, and interactions reflect our commitment to DE&I. As external partners, their contribution to fostering an inclusive, respectful environment is integral to maintaining the high standards we set for our people and operations.
- **Accountability and Oversight:** The Board is responsible for implementing and overseeing this DE&I policy. They will ensure it is effectively integrated into our business operations and culture. The Chief Operating Officer is the designated Lead Director and will oversee the policy's application, ensuring it is regularly reviewed and updated to meet evolving best practices and legal requirements. Continuous monitoring will ensure the policy remains relevant, impactful, and aligned with our values.

Definitions of discrimination

We're committed to upholding the principles of the Equality Act 2010 and all other relevant legislation. We will not tolerate any form of unlawful discrimination and will take necessary action to address any issues of discrimination or inequality.

There are 4 primary forms of discrimination;

01. **Direct discrimination** occurs when a person is treated less favourably because of a protected characteristic they possess. Direct discrimination has 2 sub-types and can also be **by association or perception**, which occurs when someone is treated less favourably because of a protected characteristic possessed by someone who they are associated with, such as a family member (association) or are thought to have (perception), e.g. occurs because they care for a disabled family member or because it is perceived that they are gay. **Direct Discrimination** occurs when someone is treated unfairly because of a protected characteristic (e.g., age, gender, disability).

This includes discrimination based on association with or perception of a characteristic (e.g., a person caring for a disabled family member).

02. **Indirect discrimination** is usually less obvious and unintended. It occurs when a policy, practice, or rule disadvantages people with a protected characteristic.
03. **Harassment** is unwanted conduct that violates someone's dignity or creates an intimidating or humiliating environment. Because harassment is complex, we have a separate policy document available on the People Site for more information.
04. **Victimisation** occurs when a person suffers "detriment" or is treated differently because they have been suspected to be or have been involved in a complaint of discrimination.

Procedure for Reporting Discrimination

If you believe you have been subjected to any kind of discrimination, harassment or victimisation that conflicts with this policy or have been treated unfairly, you should raise the matter with your line manager in the first instance. In circumstances where this is inappropriate, you should speak with the People team.

We take all allegations seriously and have a Disciplinary and Grievance Policy to ensure fair treatment for everyone involved, and protect our people and the business should an event arise. We will investigate any reports thoroughly, confidentially, and without bias.

We're committed to reviewing this policy regularly to ensure it remains up-to-date with best practices and the evolving needs of our workforce. This policy may be changed from time to time without the need for formal consultation.

Want to know more?

If you have any questions concerning this policy, review the [People Site](#) or speak to a member of the People team.