



# BIRMINGHAM SPORTS HOLDINGS LIMITED

## 伯明翰體育控股有限公司

(Formerly known as Birmingham International Holdings Limited)  
(前稱伯明翰環球控股有限公司)  
(Incorporated in the Cayman Islands with limited liability)  
(於開曼群島註冊成立之有限公司)  
(Stock Code 股份代號 : 2309)

Environmental, Social and Governance Report  
環境、社會及管治報告

# 2017





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## OBJECTIVE OF THE REPORT

Birmingham Sports Holdings Limited (the “Company”, together with its subsidiaries collectively referred to as the “Group”) is pleased to present its first Environmental, Social and Governance Report for the year ended 30 June 2017 (the “Year 2017”), with an aim to provide details of the Group’s performance in promoting a sustainable development to both the internal and external stakeholders.

This report, which was prepared in accordance with the Environmental, Social and Governance Reporting Guide set out in Appendix 27 to the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited, highlights the environmental and social measures and activities of the Group for the Year 2017. For the information on the corporate governance of the Group, please refer to the annual report of the Company for the Year 2017.

The Company is engaged in investment holding. The principal activity of the Group is the operation of a professional football club, Birmingham City Football Club (the “BCFC”), in the United Kingdom (the “UK”). The Group is committed to maintaining the sustainable development of its businesses and providing support to environmental protection and the community in which it operates. The Group maintains a close tie with its stakeholders, including shareholders, clients, staff, suppliers, creditors, regulatory authorities and the public, and strives to balance their opinions and interests through constructive communications in order to determine the direction of its long-term development. The Board of Directors of the Company is responsible for assessing and determining its environmental, social and governance risks, and ensuring that the relevant risk management and internal control system is operating properly and effectively.

## 報告宗旨

伯明翰體育控股有限公司（「本公司」，連同其附屬公司統稱為「本集團」）欣然提呈其截至2017年6月30日止年度（「2017年度」）之首份環境、社會及管治報告，旨在提供有關本集團對內部及外部持份者促進可持續發展之表現之詳情。

本報告根據香港聯合交易所有限公司證券上市規則附錄二十七所載之環境、社會及管治報告指引編製，重點介紹本集團於2017年度之環境及社會措施和活動。有關本集團企業管治方面之資料，請參閱本公司2017年度之年度報告。

本公司從事投資控股。本集團主要業務為營運位於英國（「英國」）的一個職業足球球會Birmingham City Football Club（「BCFC」）。本集團致力維持業務的可持續發展，並為環保及業務所在社區提供支持。本集團與股東、客戶、員工、供應商、債權人、監管機構及公眾等持份者保持密切聯繫，力求透過建設性交流平衡意見與利益，從而確定其長期發展方向。本公司董事會負責評估及釐定其環境、社會及管治風險，確保相關風險管理及內部控制制度有效及正常地運行。



In the Year 2017, BCFC continued to compete in the English Football League (the “EFL”) Championship division, the second tier of the English football league system. It has a relatively high relevance to the environmental, social and governance aspects. Therefore, the disclosures in this report focus on the policies and performance of BCFC in the Year 2017 in relation to three environmental aspects and eight social aspects.

## THE ENVIRONMENT

### Emissions

The home ground of BCFC is St. Andrew’s Stadium (the “Stadium”), an association football stadium in the Bordesley district of Birmingham, the UK. Meanwhile, the office of BCFC and Blues Store, an official merchandise shop, are also located in the Stadium. Besides, The Birmingham City Football Academy (the “BCFC Academy”) is located at West Hills Playing Fields (the “Training Ground”), BCFC Academy aims to provide a place to pursue and achieve success through a first class coaching environment for all the young players registered in its system, and to develop players who are able to meet the criteria for first team squad professional players at BCFC.

於2017年度，BCFC繼續在英格蘭足球聯賽（「英足聯」）冠軍聯賽組別，即英格蘭足球比賽體系中的第二級別聯賽中角逐。BCFC與環境、社會及管治層面的相關性較高。因此，本報告披露的重點是BCFC於2017年度內在三個環境層面及八個社會層面的政策及表現。

### 環境

#### 排放

BCFC的主場球場位於英國伯明翰市Bordesley區的一個協會足球場聖安德魯球場（「球場」）。同時，BCFC的辦事處及Blues Store（一間官方商店）亦設於球場內。此外，伯明翰城足球學院（「BCFC學院」）位於West Hills Playing Fields（「訓練場」），BCFC學院旨在透過頂級的訓練環境為所有在其系統中註冊的年輕球員提供一個追求並實現成功的地方，並培養能夠達到BCFC主隊專業標準的球員。





During the Year 2017, the major emissions of the Stadium and the Training Ground included (i) the fuel consumed and greenhouse gases generated from the use of motor vehicles; (ii) greenhouse gases generated from the electricity used; and (iii) greenhouse gases generated from the gases used.

BCFC has 19 motor vehicles in total. Fuels consumed by the BCFC's motor vehicles are the main source of nitrogen oxides ( $\text{NO}_x$ ), sulphur oxides ( $\text{SO}_x$ ) and particulate matter (PM) emissions. During the Year 2017, the total  $\text{NO}_x$ ,  $\text{SO}_x$  and PM emissions generated by BCFC's motor vehicles were 375.7 kg, 0.6 kg and 22.1 kg respectively. Besides, fuel consumption in motor vehicles could also generate greenhouse gases such as carbon dioxide ( $\text{CO}_2$ ), methane ( $\text{CH}_4$ ) and nitrous oxide ( $\text{N}_2\text{O}$ ). During the Year 2017, the total  $\text{CO}_2$ ,  $\text{CH}_4$  and  $\text{N}_2\text{O}$  emissions generated by BCFC's motor vehicles were 96,644.9 kg, 55.9 kg and 3,400.1 kg respectively.

BCFC encourages walking, the use of cycle, public transport, car sharing and coach in order to reduce pollution emissions. Besides, BCFC ensures all its suppliers deliver excellent environmental, social and ethical management practices.

Electricity is used during the operation of the lighting system, heaters and air-conditioners, and all other electrical devices, such as computers, printers, televisions used at the Stadium and the Training Ground. The electricity consumed at the Stadium and the Training Ground were 1,928,799 kWh and 447,385 kWh respectively for the Year 2017, representing 861,440 kg and 199,811 kg of  $\text{CO}_2$  emitted respectively.

於2017年度內，球場及訓練場的主要排放包括(i)使用汽車的燃油消耗及所產生的溫室氣體；(ii)使用電力所產生的溫室氣體；及(iii)使用燃氣所產生的溫室氣體。

BCFC共有19輛汽車。BCFC汽車消耗的燃料是氮氧化物( $\text{NO}_x$ )、硫氧化物( $\text{SO}_x$ )及懸浮粒子(PM)排放的主要來源。於2017年度內，BCFC汽車所產生的 $\text{NO}_x$ 、 $\text{SO}_x$ 及PM排放總量分別為375.7千克、0.6千克及22.1千克。此外，汽車消耗燃料亦可能產生二氧化碳( $\text{CO}_2$ )、甲烷( $\text{CH}_4$ )及一氧化二氮( $\text{N}_2\text{O}$ )等溫室氣體。於2017年度，BCFC汽車所產生的 $\text{CO}_2$ 、 $\text{CH}_4$ 及 $\text{N}_2\text{O}$ 排放總量分別為96,644.9千克、55.9千克及3,400.1千克。

BCFC鼓勵步行、使用腳踏車及公共交通工具、汽車共享及旅遊巴士等，以減少污染物排放。此外，BCFC要求其所有供應商提供卓越的環境、社會及道德管理措施。

電力用於運作在球場及訓練場使用的照明系統、加熱器及空調設備，以及所有其他電器，如電腦、打印機及電視機等。於2017年度，球場及訓練場的用電量分別為1,928,799千瓦時及447,385千瓦時，等同分別排放861,440千克及199,811千克 $\text{CO}_2$ 。

Gas is used during the operation of the boiling system, restaurants and catering services at the Stadium and the Training Ground, and the under-soil heating system which heats the underside of the pitch of the Stadium in withstanding any elements from bad weather, such as snow and ice. The gas consumed at the Stadium and the Training Ground were 1,014,520 kWh and 1,548,000 kWh respectively for the Year 2017, representing 186,312 kg and 284,282 kg of CO<sub>2</sub> emitted respectively. During the Year 2017, the total NO<sub>x</sub> and SO<sub>x</sub> generated by BCFC were 494.5 kg and 2.4 kg respectively.

BCFC has a team of cleaners on site to deal with day to day hygiene function at the Stadium and the Training Ground. Cleaners are responsible for ensuring all areas are cleaned at night after the staff have left. On the match day in which BCFC hosts home game at the Stadium, a pre-cleaning will be arranged by BCFC before the match. Cleaning continues throughout the match and during half time of the match. After the match, a large team of cleaners will be arranged to ensure all areas are cleaned before the Stadium is used again. All the waste collected are put into the euro bins and will be collected by professional companies.

燃氣用於運作球場及訓練場的煮沸系統、經營餐廳及餐飲服務，以及運作為球場草地加熱以應付下雪及結冰等惡劣天氣的地下加熱系統。於2017年度，球場及訓練場的燃氣用量分別為1,014,520千瓦時及1,548,000千瓦時，等同分別排放186,312千克及284,282千克CO<sub>2</sub>。於2017年度，BCFC產生的NO<sub>x</sub>及SO<sub>x</sub>總量分別為494.5千克及2.4千克。

BCFC在球場駐有一組保潔團隊，負責在球場及訓練場內處理日常衛生。保潔人員負責確保在工作人員離開後在夜間清潔所有區域。在每個BCFC於球場舉行主場比賽之比賽日，BCFC會安排在賽前提前進行清潔。在整場賽事過程中及比賽中場均會持續進行清潔。比賽結束後，BCFC將安排更多的保潔人員，以確保再次使用球場前所有區域均得到清理。所有收集的廢棄物將集中於輪式垃圾桶內，並將由專業公司收集。





BCFC hires SB Waste Management & Recycling Limited to handle BCFC's waste collection and recycling. All waste is put into skips which are collected by them and processed at their base for recyclable waste and non-recyclable waste.

BCFC聘請SB Waste Management & Recycling Limited處理BCFC的廢物收集及回收再用。所有廢物均投入吊斗，並由該公司收集及於其處理中心內按可回收及不可回收的廢物進行分類處理。

BCFC also hires Biffa PLC, a leading integrated waste management company in the UK, to collect waste every Wednesday.

BCFC亦聘請英國領先的綜合廢物管理公司 Biffa PLC在每個星期三收集廢物。

For electrical items or batteries to be disposed of, BCFC would use a separate skip provided by the waste management company for subsequent special treatment.

至於需要處理的電子物品或電池，BCFC會使用廢物管理公司另行提供的吊斗以安排其後的特殊處理。

During the Year 2017, none of BCFC's waste was classified as hazardous. In the event when any hazardous waste is to be disposed of, BCFC would engage professional companies to handle.

於2017年度內，BCFC並無被列為危險物品的廢物。若有任何危險廢物需要處理，BCFC將會聘用專業公司。

No direct discharges of waste into water or land from the Stadium and the Training Ground were made in the Year 2017.

於2017年度內，球場及訓練場並無直接排放廢物至水資源或土地中。

#### Compliance with relevant laws and regulations

#### 遵守相關法律及法規

BCFC was not aware of any material non-compliance with the relevant laws and regulations that have a significant impact relating to air and greenhouse gas emissions, discharges into water and land, the generation of hazardous and non-hazardous waste in the Year 2017.

於2017年度內，BCFC並不知悉有任何嚴重違反與在廢氣及溫室氣體排放、向水資源及土地排放污物以及產生有害及無害廢物方面相關的法律及法規並產生重大影響之行為。

No significant fines or non-monetary sanctions for non-compliance were incurred in the Year 2017.

於2017年度內，並無發生有關違反行為之重大罰款或非資金制裁。

## Use of Resources

BCFC is committed to minimise the impact of business activities on the environment, and support environmental protection programmes. In particular, a number of initiatives designed to conserve resources were introduced to promote employees' awareness of the need to achieve efficient utilisation of resources.

During the Year 2017, the major use of resources of the Stadium and the Training Ground were electricity and water consumption.

BCFC has installed energy efficient heaters throughout the Stadium. These energy efficient heaters have installed sensors and will switch off automatically if movement has not been detected for half an hour and thus cutting down energy use. Furthermore, BCFC has also installed sensors to most of the toilet lights in the Stadium and are now in the process of fitting more, which means that the lights will only be switched on if movement is detected. BCFC continued to drive efforts in energy saving and emission reduction in the Year 2017. Light-emitting diode (LED) lightings are widely used in the workplace areas of the Stadium.

Water is used in the operation of irrigation systems, restaurants and catering services, washroom at the Stadium and the Training Ground. The water consumed at the Stadium and the Training Ground were 20,932 m<sup>3</sup> and 17,011 m<sup>3</sup> respectively in the Year 2017.

BCFC actively minimises the significant impact the club potentially has on the environment. It seeks opportunities to reduce and recycle resources that have consumed in order to minimise the amount of waste generated to the environment. BCFC has established Environmental Policy which is intended to raise awareness of the potential to improve the energy and environmental performance in the offices, and to encourage positive management action.

BCFC acknowledges that its business activities have impact to the environment. The club prides itself on being environmentally friendly and its strive to enhance and improve its policies for pollution prevention constantly.

## 資源使用

BCFC致力盡量減少商業活動對環境的影響，並支持環保活動。尤其是推出多項旨在節省資源的措施，以提升員工對有效利用資源需求的意識。

於2017年度內，球場及訓練場主要使用的資源為用電及用水。

BCFC已在整個球場內安裝節能加熱器。該等節能加熱器設有傳感器，若半小時內未檢測到物體移動，將會自動關閉，從而減少能源耗用。此外，BCFC亦在球場的大部份洗手間電燈上安裝傳感器，且目前正在加裝，如此，照明只有在檢測到物體移動時才會點亮。於2017年度內，BCFC繼續推進節能減排工作。球場的工作區域內廣泛使用發光二極管(LED)燈具。

水資源用於球場及訓練場內灌溉系統的運作、餐廳及餐飲服務的經營、洗手間的運作。於2017年度，球場及訓練場的用水量分別為20,932立方米及17,011立方米。

BCFC積極將球會對環境的潛在重大影響減至最低，尋求減少及回收消耗資源的機會，以盡量減少所產生影響環境的廢物數量。BCFC制定了環境政策，旨在提高對可能改善辦公室能源及環境表現的意識，以及鼓勵積極的管理行動。

BCFC認同其商業活動對環境帶來影響。球會以作為環保企業為榮，並不斷努力優化及完善其污染防治政策。





**The Environment and Natural Resources**

**環境及自然資源**

BCFC aims to conserve natural resources and is concerned with the environmental impact of its activities.

BCFC以保護自然資源為目標，並關注其活動對環境的影響。

In order to minimise water consumption, BCFC has a pool that collects rain water at the Training Ground. Rain water is then fed into the irrigation systems so that consumption of mains water is reduced.

為盡量減少用水量，BCFC在訓練場設有一個雨水收集池。雨水將被送入灌溉系統，以減少自來水的消耗。



BCFC has approximately 16 hectares of grass at the Training Ground, around 6 hectares of grass on the lower level pitches are new grass.

BCFC的訓練場有約16公頃草地，下層的草地上約有6公頃是新草地。

One hectare of grass absorbs 6.5 to 8.5 tonnes of CO<sub>2</sub> in its lifetime.

一公頃草地於其生長期間可吸收6.5至8.5噸CO<sub>2</sub>。

## THE SOCIAL

### Employment

BCFC emphasises on developing human resources and providing competitive remuneration and welfare packages. Promotion opportunities and salary adjustments are benchmarked against individual performance. Employees are entitled to benefits such as annual leave, sick leave, statutory sick pay, sickness absence, maternity leave, paternity leave, parental leave and other absences and leave as mentioned in the staff handbook of BCFC.

BCFC is an equal opportunity employer and deplores any kind of discrimination amongst colleagues, job candidates, customers or associates. BCFC has established Equal Opportunities Policy which is a statement of intent derived from these values. BCFC provides equal opportunities for all employees. BCFC also takes every action possible to avoid discrimination on the grounds of sex, age, sexual orientation, race, ethnic, origin, religious, philosophical, beliefs or disability.

BCFC aims to achieve an environment in which everyone feels free to contribute to the organisation and to maximise its potential without unfair obstruction. Its Equal Opportunities Policy is the policy to ensure that all existing and potential employees, customers or any associate of BCFC receive equal consideration, and experience no discrimination, harassment or less favourable treatment either directly or indirectly. BCFC is committed to the elimination of unlawful or unfair discrimination on the grounds of any protected characteristics.

It is impossible for BCFC to apply the principles of equal opportunities to the recruitment of players since this depends largely upon the personal and professional judgement of the football team manager. In the recruitment of non-playing staff, BCFC uses its best endeavours to monitor all decisions made to ensure that they are consistent with the Equal Opportunities Policy.

BCFC is one of the employers in the UK who has signed up to the Disability Confident Scheme which aims to encourage employers to make the most of the opportunities in employing disabled people.

### Compliance with relevant laws and regulations

BCFC was not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to compensation and dismissal, recruitment and promotion, working hours, rest periods, equal opportunity, diversity, anti-discrimination and other benefits and welfare on BCFC in the Year 2017.

No non-compliance with relevant law that resulted in significant fines or sanctions had been reported in the Year 2017.

## 社會

### 僱傭

BCFC強調培養人力資源，及提供有競爭力的薪酬福利待遇。晉升機會及薪資調整乃根據個人表現為基準。僱員可享受BCFC員工手冊中所述的年假、病假、法定病假工資、因病缺勤、產假、侍產假、育兒假及其他缺勤及休假等福利。

BCFC是平等機會僱主，強烈反對同事、求職者、客戶或夥伴之間的任何類型歧視。BCFC已建立平等機會政策，此乃源於該等價值觀的意向聲明。BCFC為全體僱員提供平等機會，並採取一切可能的行動，避免基於性別、年齡、性取向、種族、族裔、血統、宗教、哲學、信仰或殘疾的歧視。

BCFC旨在打造讓每名僱員都可以自由地為公司作貢獻，並在沒有不公平障礙的情況下發揮其最大潛力的環境。其平等機會政策乃確保BCFC所有現有僱員及準僱員、客戶或任何夥伴享有同等待遇的政策，而不會直接或間接遭受歧視、騷擾或不公平待遇。BCFC致力在任何受保護的特性基礎上消除非法或不公平歧視。

由於招聘球員很大程度上取決於足球領隊的個人及職業判斷，因此，BCFC不可能應用平等機會原則。在招聘非球員員工方面，BCFC盡最大努力監督所有決定，確保彼等符合平等機會政策。

BCFC是其中一名在英國已參與殘疾自信計劃的僱主，該計劃旨在鼓勵僱主給予更多機會僱用殘疾人士。

### 遵守相關法律及法規

於2017年度內，BCFC並不知悉任何在補償及解聘、招聘及晉升、工作時間、休息時間、平等機會、多元化、反歧視及其他利益和福利方面對BCFC產生重大影響並嚴重違反相關法律及法規的行為。

於2017年度，BCFC並無發生違反相關法律的行為而招致重大罰款或制裁。



### Health and Safety

BCFC has in place the Health and Safety Policy. This is the policy formulated by the management of BCFC, the aim of which is to do all that is reasonably practicable to prevent personal injury and damage to property and to protect everyone, including the public, in so far as he or she comes into contact with BCFC or its activities, from any foreseeable hazard and danger and to detail the specific responsibilities of all department heads and directors.

BCFC recognises its responsibilities (i) to provide and maintain safe and healthy working conditions; (ii) to provide training and instruction to enable employees to perform their work safely; (iii) to maintain a continuing and progressive interest in health and safety; (iv) to take into account all statutory requirements for health and safety; (v) to consult and involve employees in health and safety matters wherever possible; and (vi) to the public, visitors and contractors.

The management of BCFC also recognises that its employees have a duty to co-operate in implementation of the Health and Safety Policy by (i) working safely; (ii) meeting their statutory duties; (iii) reporting incidents that have led or may lead to injury or damage; and (iv) following the Health and Safety Procedures and safe systems of work.

The management of BCFC has a duty under Section 2(1) of the Health and Safety at Work Act 1974 of the UK, so far as is reasonably practicable, to look after health, safety and welfare of all its employees and any other person who may be affected by the work activities.

Every employee working for BCFC has a duty of care under Section 7 of the Health and Safety at Work Act 1974 of the UK to take reasonable care of himself or herself and any other person who may be affected by the employee's actions or omissions.

The Health and Safety Committee is formed pursuant to statutory requirements which is responsible for ensuring the compliance with relevant laws and regulations. The structure of this committee comprises safety officer, operations director, maintenance manager, etc. Employees also have a duty to assist and co-operate with BCFC and any other person to ensure all aspects of Health and Safety Law are adhered to.

All BCFC's employees receive written instructions from a competent person on fire safety at the induction stage of their employment and are updated at least annually. Training course contents include but not limited to (i) the procedures to be adopted in case of fire; (ii) the methods of raising the alarm; (iii) the actions to be taken on hearing the alarm; and (iv) the positions and uses of all fire fighting equipment. During the Year 2017, BCFC provided Fire Marshall Training and Fire Safety Awareness training to all employees.

### 健康與安全

BCFC已設有健康與安全政策。BCFC管理層制定該政策，旨在於合理可行之情況下盡一切所能防止人身傷害及財產損失，並保護包括公眾在內的所有人在與BCFC聯繫及參與其活動時免受任何可預見的傷害及危險，以及詳細說明所有部門主管及董事的具體職責。

BCFC深知其包括(i)提供並維持安全及健康的工作條件；(ii)提供培訓及指導，讓員工可安全地工作；(iii)保持持續增長的健康與安全；(iv)考慮所有有關健康與安全的法定要求；(v)盡可能諮詢僱員並使其參與健康與安全事宜；及(vi)對公眾、遊客及承包商的責任。

BCFC的管理層亦明白其僱員有責任落實實施健康與安全政策，具體包括(i)安全工作；(ii)履行法定職責；(iii)報告導致或可能導致受傷或損壞的事故；及(iv)遵循健康與安全程序及工作安全制度。

根據英國《1974年工作健康與安全法》第2(1)條，BCFC的管理層有責任在合理可行情況下，照顧所有僱員以及任何其他可能受工作活動影響之人士的健康、安全及福利。

根據英國《1974年工作健康與安全法》第7條，在BCFC工作的每名僱員均有勤勉責任對其本身以及可能受僱員行為或疏忽影響的任何其他人士予以合理照顧。

根據法定要求，健康安全委員會已經成立。該委員會負責確保相關法律及法規得以遵守。該委員會的架構包括安全主任、營運總監、維護經理等。員工亦有責任協助BCFC及任何其他人士並與其合作，以確保健康與安全法的所有方面均得以遵守。

BCFC的全體僱員在入職時會接受消防安全專業人員的書面指導，並至少每年更新一次。培訓課程內容包括但不限於(i)遇火災時應採用的程序；(ii)發出警報的方法；(iii)聽到警報時應採取的行動；及(iv)所有消防設備的位置及使用。於2017年度，BCFC已向全體僱員提供消防隊長培訓及防火意識培訓。



Being a professional football club in the UK, BCFC is required to follow compliance instruction from Ground Regulations and the rules and regulation of the Fédération Internationale de Football Association (the “FIFA”), the Union of European Football Associations (the “UEFA”), the Football Association (the “FA”), the Premier League and the EFL in respect of the relevant competition.

作為英國的一個職業足球球會，BCFC須遵守球場規定的合規指示以及國際足球協會（「FIFA」）、歐洲足球協會聯盟（「UEFA」）、英格蘭足球總會（「FA」）、英超聯及英足聯有關比賽的規則及規定。

The Ground Regulations of BCFC are posted on every entrance of the Stadium. Security guards who work on matchday are required to ensure that no prohibited articles are allowed into the ground.

BCFC的球場規定張貼在球場的每個入口處。在比賽當日工作的保安人員須確保沒有違禁物品進入球場。



BCFC has comprehensive security systems and has installed closed-circuit televisions (“CCTV”) in every area of the Stadium. All these security systems and CCTV are controlled by the security room located at the Stadium.

BCFC有全面的保安系統，並在球場的每個區域安裝了閉路電視（「閉路電視」）。所有該等保安系統及閉路電視均由位於球場的保安室控制。

Besides, BCFC outsourced event security services (e.g. match day event) at the Stadium to K2 Security Limited to ensure the safety of all the attendees of the event.

此外，BCFC外聘K2 Security Limited在球場提供比賽日活動等活動的保安服務，以保證所有活動參與者的安全。



### Compliance with relevant laws and regulations

BCFC was not aware of any material non-compliance with the relevant laws and regulations that has a significant impact on BCFC relating to providing a safe working environment and protecting employees from occupational hazards in the Year 2017.

No non-compliance with relevant law that resulted in significant fines or sanctions had been reported in the Year 2017.

### Development and Training

All new employees of BCFC will attend an induction programme. BCFC aims to give new employees as much help and information as possible to help them to settle down quickly into new position. At the commencement of employment, on-the-job training will be arranged for employees by immediate supervisor or line manager.

BCFC also includes a Time Off to Train Policy in its staff handbook, which allows employees to request time off for training. The details of the application procedures are stated in the staff handbook.

BCFC provided a number of training courses to its staff in the Year 2017 where approximately 1,000 staff have participated in the training courses in Year 2017 including casual and permanent staff. The following list summarised the training courses provided:

- The FA Advanced Resuscitation and Emergency Aid (AREA) Course;
- Allergen Awareness Training;
- Certificate in Professional Football Management;
- Corporate Hospitality Training;
- Control of Substances Hazardous to Health (COSHH) training course;
- Current Taping Technique for Sport;
- Customer Service;
- Disability Awareness;
- Equality Standard – Equality Impact Assessment;
- Master of Science (MSc) Exercise and Sports Medicine;
- FA Advanced Youth Award (12-16) & (17-21);
- FA First Aid for Sport;
- FA Safeguarding;
- FA Youth Module 2 & 3;
- Fire Marshall Training and Fire Safety Awareness;
- Highfield Awarding Body for Compliance (HABC) Level 2 in Safe Moving and Handling;
- Intermediate First Aid in Sport;
- Line Management Training;
- Managing Anxiety;

### 遵守相關法律及法規

於2017年度內，BCFC並不知悉有任何嚴重違反與提供安全工作環境及保障僱員免受職業危害方面相關的法律及法規並對BCFC產生重大影響之行為。

於2017年度，BCFC並無發生違反相關法律的行為而招致重大罰款或制裁。

### 發展及培訓

BCFC的所有新員工將參加入職培訓。BCFC致力為新員工提供協助及資訊，以助他們盡快適應新工作。在僱傭開始時，僱員將由直屬上司或直線經理安排在職培訓。

BCFC亦將利用空餘時間培訓政策載入其員工手冊，根據該政策，僱員可申請利用空餘時間進行培訓。有關申請程序的詳情載於員工手冊。

於2017年度，BCFC為員工提供若干培訓課程，於2017年度內約1,000名員工（包括臨時及長期員工）曾參加培訓課程。所提供培訓課程的清單概列如下：

- FA高級搶救及急救 (AREA) 課程；
- 認識致敏原培訓；
- 專業足球管理證書；
- 企業招待培訓；
- 危害健康物質監控 (COSHH) 培訓課程；
- 最新運動貼布技術；
- 客戶服務；
- 認識殘障；
- 平等標準 – 平等影響評估；
- 運動及體育醫學理學碩士；
- FA青年獎 (12-16) 及 (17-21)；
- FA體育急救；
- FA安全保護；
- FA青少年模組 2 及 3；
- 消防隊隊長培訓及防火意識；
- Highfield Awarding Body for Compliance (HABC)安全移送及處理2級；
- 中級體育急救；
- 生產線管理培訓；
- 管理焦慮症；

- Master of Research degree (MRes) in Sport and Exercise Science;
- The National Examination Board in Occupational Safety and Health (NEBOSH) Diploma;
- Neuro-linguistic programming (NLP) Sport Practitioner Programme;
- National Vocational Qualifications (NVQ) 2 Spectator Safety;
- National Vocational Qualifications (NVQ) 3 Spectator Safety;
- National Vocational Qualifications (NVQ) 4 Spectator Safety;
- Pera Training Course 5S Skills;
- Pera Training Course Customer Services;
- Pera Training Course Process Flow Analysis;
- Pera Training Course Skills to Innovate;
- Pera Training Course Skills to Lead Teams; and
- Playing for Inclusion.

Other training courses include:

- Sales Training;
- The Young Athlete Association of Chartered Physios;
- UEFA B Licence Goalkeeping;
- UEFA Pro Licence;
- UEFA A Licence Re-Validation;
- UEFA A Licence Prep Course;
- UK Strength and Conditioning Association (UKSCA) Planning Effective Workshops/Programmes;
- Unconscious Bias;
- Vanquish Software; and
- Word, Excel, Outlook IT Training.

## Labour Standards

BCFC fully understands that the exploitation of child and forced labour are universally condemned, and therefore takes the responsibility against child and forced labour. BCFC strictly complies with all laws and regulations against child labour and forced labour such as the Slavery and Human Trafficking Statement pursuant to Section 54 of the Modern Slavery Act 2015 of the UK. All contracts of permanent staff are governed by laws of the UK.

- 運動及體育科學研究碩士學位；
- 國家職業安全健康考核委員會 (NEBOSH) 文憑；
- 身心語言課程學(NLP)運動醫師課程；
- 國家職業資格(NVQ)2級(觀眾安全)；
- 國家職業資格(NVQ)3級(觀眾安全)；
- 國家職業資格(NVQ)4級(觀眾安全)；
- Pera訓練課程(5S技能)；
- Pera訓練課程(客戶服務)；
- Pera訓練課程(流程分析)；
- Pera訓練課程(創新技能)；
- Pera訓練課程(領導技能)；及
- 寓比賽於融合。

其他培訓課程包括：

- 銷售培訓；
- 青年運動員特許物理治療師協會；
- UEFA B級證書(守門員)；
- UEFA 專業證書；
- UEFA A級證書(復效)；
- UEFA A級證書(預備課程)；
- 英國肌力與體能協會(UKSCA)有效規劃工作坊／課程；
- 無意識偏見工作流程；
- Vanquish軟件；及
- Word、Excel、Outlook資訊科技培訓。

## 勞工準則

BCFC深知，社會一致譴責剝削兒童及強制勞工，因此針對童工及強制勞工負有重大責任。BCFC嚴格遵守所有反對童工及強制勞工的法律及法規，如根據英國《2015年現代奴隸制法》第54條作出的奴隸及人口販運聲明。所有長期員工的合約受英國法律監管。



## Compliance with relevant laws and regulations

BCFC was not aware of any non-compliance with the relevant laws and regulations relating to preventing child or forced labour that has a significant impact on BCFC in the Year 2017.

No non-compliance with relevant law that resulted in significant fines or sanctions had been reported in the Year 2017.

## Supply Chain Management

BCFC has set up strict supply chain management system to ensure high quality of food and products are provided to its customers. Specific attention has been paid to promote the health and safety of consumables of BCFC's restaurants and catering services, and the products available in Blues Store.

Executive Head Chef and his team members are responsible for ensuring Hazard Analysis and Critical Control Points (HACCP) procedures are fully updated and implemented in full in all kitchens for delivery, service and storage of food. Besides, all food suppliers of BCFC must meet the relevant environmental health standards.



In order to ensure the materials of the football kit meet the appropriate environmental standards, BCFC has selected Adidas Group ("Adidas") as the kit supplier since 2016.

Adidas takes into consideration the environmental impact of the materials used and supports the use of recycled or sustainable materials. Factors like land use, elimination of hazardous substances, animal welfare, energy consumption and water consumption are taken into consideration by Adidas in their production. The most commonly used recycled and sustainable materials are cotton from the Better Cotton Initiative, recycled polyester, recycled nylon, and non-mulesed wool for apparel and leather.

## 遵守相關法律及法規

於2017年度內，BCFC並不知悉有任何嚴重違反與防止童工或強制勞工方面相關的法律及法規並對BCFC產生重大影響的行為。

於2017年度，BCFC並無發生違反相關法律的行為而招致重大罰款或制裁。

## 供應鏈管理

BCFC已建立嚴格的供應鏈管理體系，確保向客戶提供優質食品及產品。尤其關注促進BCFC的餐廳及餐飲服務消費品以及Blues Store所供應產品的健康與安全。

行政總廚及其團隊成員負責確保危害分析和關鍵控制點(HACCP)程序得以全面更新，並在所有廚房中充分實施以派送食品、服務及儲存食品。此外，BCFC的所有食品供應商均須符合相關環境衛生標準。



為確保全套足球服裝的物料達到適當環境標準，BCFC自2016年起選擇Adidas集團(「Adidas」)作為服裝供應商。

Adidas關注所使用物料對環境的影響，並支持使用再生或可持續物料。Adidas於其生產過程中考慮土地利用、消除有害物質、動物福利、能源消耗及用水等多個因素。最常用的回收及可持續物料有來自良好棉花倡議的棉花、回收聚酯纖維、回收聚酰胺纖維及用於服裝及皮革的非割皮羊毛。

Adidas is a worldwide brand of sports apparel and accessories and is a major supplier of BCFC. Adidas has its own risk and opportunity management principles and system providing the framework to conduct business in a well-controlled environment. Adidas has set itself standards of good corporate management in order to effectively and responsibly manage risks and challenges. Head of Ticketing and Retail and his team members are responsible for ensuring the suppliers meet environmental health standards and that the products from the suppliers are of high qualities.

### Product Responsibility

BCFC has created its official Blues Store website which allows customers from various countries to purchase BCFC's products through its online sales system which is supported by the Retail and Sports Systems.

BCFC has established the Customer Service Policy and Refund Policy to ensure that customers are completely satisfied with their purchases from BCFC. If for any reason customers are unhappy with the procured item, they are welcome to return it, in its original, unused/unworn condition, along with any wrapping and receipt to Blues Store within 28 days of the date of purchase. BCFC will exchange it or offer a full refund. Some products are excluded from this policy such as personalised and printed items. BCFC also has exclusive clauses to accept refund request if a player leaves the club or changes his/her squad number.

BCFC has been rated a 5 star (the highest rating) food hygiene rating for the last 5 years which is given by the Food Standards Agency (the "FSA") in the UK. FSA is an independent government department in the UK which is responsible for food safety and food hygiene and protecting public health.

### Compliance with relevant laws and regulations

BCFC was not aware of any material non-compliance with the relevant laws and regulations that has a significant impact relating to health and safety, labelling and privacy matters relating to products and services provided and methods of redress on BCFC in the Year 2017.

No non-compliance with relevant law that resulted in significant fines had been reported in the Year 2017.

### Anti-corruption

Bribery is strictly prohibited. BCFC's Anti-Bribery Policy of the staff handbook set out the standards of conduct to which all employees are required to adhere to in order to promote integrity in workplace environment. All employees are prohibited to give and accept personal, commercial, regulatory or contractual advantage, by using the excuse of work or the authority granted from BCFC. These advantages include but not limited to money, gifts and hospitality.

Adidas為全球運動服飾配件品牌，是BCFC的主要供應商。Adidas本身設有風險及機會管理原則及制度，為在控制得當的環境下開展業務提供框架。Adidas已建立良好的企業管理標準，以便有效及負責任地管理風險及挑戰。售票零售主管及其團隊成員負責確保供應商符合環境衛生標準，以及供應商提供的產品具有高品質。

### 產品責任

BCFC已建立官方Blues Store網站，讓來自不同國家的客戶可透過零售及體育系統於網上銷售系統購買BCFC的產品。

BCFC已制定客戶服務政策及退款政策，確保客戶對購買自BCFC的產品完全滿意。如客戶因任何理由對所購物品不滿意，均可於購買之日起28天內在原狀、未使用／未損壞的狀態下，連同包裝及收據退回Blues Store。BCFC將進行換貨或提供全額退款。個性化定制及打印項目等部份產品不包括在此政策中。倘球員離開球會或更換球服號碼，BCFC亦有接受退款申請的專屬條款。

BCFC在食品衛生方面於過去五年獲英國食品標準局（「FSA」）評為五星級（最高評級）。FSA為英國獨立的政府部門，負責食品安全及食品衛生，以及保障公眾健康。

### 遵守相關法律及法規

於2017年度內，BCFC並不知悉任何在健康與安全、與所提供產品及服務有關的標籤及私隱事宜以及糾正方法方面對BCFC產生重大影響並嚴重違反相關法律及法規的行為。

於2017年度，BCFC並無發生違反相關法律之行為而招致重大罰款。

### 反貪污

賄賂乃嚴格禁止。BCFC員工手冊中的反貪污受賄政策載有全體員工必須遵守的行為準則，以提倡工作場所的誠信氣氛。全體員工禁止以工作或BCFC授予的權限為藉口給予及收受個人、商業、監管或合約上的好處，包括但不限於金錢、禮物及宴請。



BCFC's employees who breach these provisions may be subject to disciplinary action, one outcome of which could be summary dismissal for gross misconduct. BCFC requires all of its staff, including those permanently employed, temporary agency staff and contractors to (i) act honestly and with integrity at all times and to safeguard the organisation's resources for which they are responsible for; and (ii) comply with the spirit of the laws and regulations of all jurisdictions in which BCFC operates in respect of the lawful and responsible conduct of activities.

Facilitation payments are not tolerated and are illegal. And where any gifts or hospitality has a value in excess of GBP25, employees should refuse the offer or invitation.

BCFC is committed to ensure that all employees have a safe, reliable and confidential way of reporting any suspicious activity. Therefore, BCFC has established the Whistleblowing Policy which states that the whistle blowers remain anonymous. BCFC is committed to ensure nobody suffers detrimental treatment from refusing to take part in bribery or corruption.

Sound organisational structures and policies are in place to uphold a high standard of corporate governance and maintain an ethical corporate culture.

No non-compliance with relevant law that resulted in significant fines or sanctions was identified in the Year 2017.

### Community Investment



The primary objective of BCFC is to be successful, both on and off the field, and to be financially viable and to play at the highest professional level. On the road to achieve its aims that it will not lose sight of the fact that it is a community-led business, and taking care of its customers will be its prime objective.

違反該等條款的BCFC僱員可能會受到紀律處分，其中之一可能是對嚴重不當行為予以即時解僱。BCFC要求其全體員工（包括長期僱員、臨時機構員工及合約商）須(i)時刻誠實守信行事，保障所負責機構的資源；及(ii)遵守BCFC營運所在所有司法權區的法律及法規有關依法及負責任地展開活動的精神。

疏通費是不可予容忍的非法行為。對於價值超過25英鎊的禮物或宴請，僱員應拒絕要約或邀請。

BCFC致力確保全體員工有安全、可靠及保密的方式舉報任何可疑行為。為此，BCFC已制定舉報政策，其中規定可匿名提出問題。BCFC致力確保沒有人因拒絕參與賄賂或貪污而遭到不利對待。

健全的組織架構及政策已經設立，以確保高標準企業管治，維護道德企業文化。

於2017年度，BCFC確定並無發生違反相關法律的行為而招致重大罰款或制裁。

### 社區投資



BCFC的主要目標是在球場內外均取得成功，財政健全，以及按最高專業水平比賽。在實現目標的道路上，BCFC不會忽視其作為一個社區主導企業的事實，並以照顧客戶為其主要目標。

BCFC aims to build the best customer relationships with supporters, home and away, as well as the local community in which the club serves. BCFC's core business is the operation of a professional football club and is committed to develop a diverse range of commercial and community activities that will serve the whole community. BCFC Community Trust was formed under the auspices of Supporters Direct in 2012 to inspire young people to achieve their goals.

BCFC Community Trust has held a number of events during the Year 2017 including:

- Football & Education Programme 2017/18;
- Annual All-Star Awards for staff from Corporate Hospitality, Kiosk Department and Kitchens;
- EFL's Community Day of Action;
- Supporters Club Awards day at St. Andrew's;
- Great Birmingham Run Half Marathon;
- Coaching sessions to Eze Group initiative;
- Special tribute for local broadcaster Tom Ross;
- BCFC and No5 Barristers' Chambers support brain injury charity Headway;
- Football Development Program for 16-18 year olds;
- Futsal Scholarship;
- BCFC Academy recruitment 2017/18;
- Football v Homophobia Campaign;
- Players support disabled supporters' party;
- Girls Football Camps; and
- Summer Football Camps.

BCFC takes pride in its facilities for disabled supporters and is fully committed to providing any facilities a disabled supporter may need.

BCFC旨在與主場及客場的球迷以及所服務的當地社區建立最佳客戶關係。BCFC的核心業務是營運職業足球球會，致力發展各種商業及社區活動，為全社會服務。BCFC社區信託於2012年在Supporters Direct的贊助下成立，旨在激勵年輕人實現目標。

BCFC社區信託於2017年度舉辦了一系列活動，包括：

- 足球及教育計劃 (2017/18)；
- 年度優秀員工獎(企業款待、小賣部及飯堂)；
- 英足聯社區行動日；
- 聖安德魯球迷會獎勵日；
- 伯明翰城半馬拉松；
- 為Eze Group提供訓練班；
- 向當地主持人Tom Ross致敬；
- BCFC與No5大律師商會之支援腦受傷慈善活動；
- 足球發展計劃(16-18歲)；
- 五人足球獎學金；
- BCFC學院招募 (2017/18)；
- 足球抗恐同活動；
- 球員支持傷健球迷同樂會；
- 女子足球訓練營；及
- 足球夏令營。

BCFC以其傷健球迷設施為榮，並全力提供傷健球迷可能需要的任何設施。





BCFC offers 88 wheelchair spaces at the Stadium, of which 67 spaces are allocated to home supporters and 21 wheelchair spaces are allocated to away supporters. BCFC encourages disabled supporters to be accompanied by a personal assistant when attending the matches in order to cope with situations when any emergency evacuation arises.

BCFC在球場提供88個輪椅位置，其中67個位置分配予主場球迷，21個輪椅位置分配予客場球迷。BCFC鼓勵傷健球迷出席比賽時帶同個人助理，以應付發生需要緊急疏散時的情況。



BCFC provides 6% of its parking places to disabled supporters.

BCFC向傷健球迷提供6%的停車位。

BCFC has 14 accessible toilets located around the Stadium. Moreover, the Kop ticket office window 7 is suitable for wheelchair users. Window 7 has a low counter and accepts both credit card and cash payments.

BCFC亦在球場周圍設有14個便利廁所。此外，Kop售票處7號窗口適合輪椅使用者。7號窗口裝有一個低位櫃檯，並接受以信用卡和現金付款。

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