



## **FAIR WORK FIRST**

Fair Work First is the Scottish Government's flagship policy for driving high quality and fair work across the labour market in Scotland by applying fair work criteria to grants and other funding and contracts being awarded by and across the public sector, where it is relevant to do so. We are committed to the principles of the Scottish Government's Fair Work First scheme.

The information contained in this summary has been reviewed and endorsed by our Director and Unite the Union representative.

### **Employee terms and conditions and salaries**

We believe that our staff are our greatest assets and essential to our current and future successes. We offer generous conditions of employment which are better than the statutory minimum and a generous pension plan and cover through our group life assurance policy.

Although not accredited, we are committed to paying all staff at least the Real Living Wage and are full members of Employers in Voluntary Housing and as such adhere to their salary structure and implement their negotiated wage increases. We have never used 'fire and rehire' practices. We do not use zero hours contracts.

We offer a wide range of flexible, hybrid and family friendly policies which are available to all our staff from the first day they join our team.

Any changes to terms and conditions are made through EVH in consultation with our recognised trade union, Unite.

More broadly, as a Registered Social Landlord, we use our influence through our Procurement Policy and processes to encourage our contractors to pay their staff the real Living Wage.

### **Opportunities for sharing feedback and supporting staff**

We want everyone who works for us to feel happy, healthy and engaged, to feel valued and supported, and to enjoy working with us. We have in place the following measures:

- All of our staff have numerous opportunities to voice their views and ideas through our performance development framework, quarterly all staff meetings, team meetings, one to one meetings, and an annual all staff teambuilding event. Our Director and Senior team as well as line managers have an open-door policy.

- We continue to develop opportunities for feedback and are moving to testing staff opinion through pulse surveys on particular issues alongside the more traditional and more lengthy all staff survey. We regularly use survey monkey to gauge staff opinion on issues
- Short life working groups and cross departmental groups are set up to develop and implement particular projects ensuring a broad range of views are taken into account.
- Our Health and Safety Committee acts as a focal point for all matters relating to the management of Health, Safety and Wellbeing with the overall aim of promoting and Health and Safety Committee members play a vital role in ensuring all employees are involved and engaged in achieving this aim. We also have an internal team of Mental Health First Aiders, who work to raise awareness about mental health and wellbeing, and to provide an additional line of support for employees experiencing mental health and personal issues.
- We recognise Unite the trade Union and this provides a further route for dialogue between staff, union representatives and senior staff in particular the Head of Corporate Services and HR. We believe that a positive and productive relationship exists which permits us to deal with issues as they arise and work effectively to resolve.

### **Learning & development opportunities**

We make significant investment in learning and development for our staff. Staff have opportunities to support on the job training as well as career and personal development.

As well as on the job training and attendance at external courses and events, we have developed our own on line learning systems through Learnpro giving staff the opportunity to learn at their pace and at their preferred time. We offer half a day a month to all staff for their own learning and development as well as all staff learning opportunities through meetings, business planning sessions sometimes along side our Management Committee and an annual team building event.

As well as individual, team and organisational learning opportunities, we actively support the development of young people by offering Graduate Apprenticeships in partnership with local universities and providing placement opportunities to local school pupils to help them prepare for the world of work.

### **Equality & Diversity**

We are committed to promoting equality of opportunity and diversity in our roles as a housing provider and landlord, as an employer and in all areas of our business. We believe everyone is entitled to be treated fairly with dignity and respect. Our Equality and Diversity Strategy and Policy, with its associated action plan, is central to protecting the wellbeing and safety of our staff, our tenants, our customers and contractors.