Fair Work First

Our People

Waverley Care can show our commitment to ensuring that we have embedded fair working practices and is committed to advancing the *Fair Work First* criteria through our dedication to diversity in our workforce, ensuring learning and development, promoting fair and inclusive policies, and upholding our practice to meet Scotland's Living Wage standards.

Fair Work First: the approach and what it aims to achieve

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, other funding and contracts being awarded by and across the public sector, where it is relevant to do so. Through this approach the Scottish Government is asking employers to adopt fair working practices, specifically;

- appropriate channels for effective voice, such as trade union recognition;
- investment in workforce development;
- no inappropriate use of zero hours contracts;
- action to tackle the gender pay gap and create a more diverse and inclusive workplace; and
- payment of the real Living Wage.

Fair Work First Criteria

Waverley Care can demonstrate its assurances to working within these policy guidelines in the following ways:

Appropriate channels for employee voice

- We recognise trade unions across all employee groups for the purpose of collective bargaining
- We have a recognition agreement with Unison and negotiating and consultation forums in place, namely the Joint Negotiating & Consultation Committee (JNC) and UNISON Representatives.
- We have procedures and support mechanisms in place to support employees in the workplace and have zero tolerance of bullying and other forms of abuse and harassment
- We provide dedicated independent supervision with trained counsellors for our frontline team
- We are committed to empowering our team to use their voice and express their perspectives, opinions, concerns, and ideas constructively and with confidence, encouraging them to play an active role in shaping the future of the Waverley and feeding into decision-making. One of the ways we do this is through an annual staff survey which is then reviewed by Senior Leadership team and relevant actions taken.

Investment in workforce development

- Each team has a dedicated L&D annual budget
- Development and learning is supported across the charity with all staff receiving regular and continuous review sessions with their line manager.
- Training is tailored to each member of staff depending on their specific role and development needs
- Full inductions and probation procedures are in place to support employees on joining the charity

No inappropriate use of zero hours contracts

- Waverley Care has no inappropriate use of zero-hour contracts in place and have no reason or intention to make inappropriate use of these in the future

Action to tackle the gender pay gap and create a more diverse and inclusive workplace

- Waverley Care is a charity which celebrates diversity and fosters this culture to create varied perspectives and drive innovation. We work hard to build a workforce, Board of Trustees, volunteer and peer mentor support that bring different viewpoints and talents to the mix
- We aim to embed the principles of diversity, equality, and inclusion into every aspect of the working practices and culture of Waverley Care in line with our Equal Opportunities and Recruitment Policies
- Our Board of Trustees and Finance, Audit and Risk Sub-committee work in line with the Scottish Governance Code for the Third Sector, which holds EDI at its heart. With help from Third Sector Human Rights and Equalities, the Forum strengthened the language and detail surrounding EDI throughout the Code. Under the Leadership principle, they've amended the statements to ensure that trustees create an inclusive culture through their own behaviour and embed EDI across all aspects of their organisation. https://goodgovernance.scot/governance-code

Payment of the Real Living Wage

- Waverley Care is Scottish Living Wage (SLW) accredited employer

Flexible working

- We are happily compliant to the regulations giving our employees day one right to make a flexible working request and support at least 25% of our workforce who are working in this way. In addition, we have gone beyond this with our *Flexi Time Policy*, introduced in June 2023. This gives our employees complete agency over their working hours and work-life balance. This was launched in response to the Staff Wellbeing Survey carried out in August 2022 and formed part of a wider HR audit led by the Director of Corporate Services to ensure we are competitive when attracting new talent, as well as providing the best wellbeing opportunities for our existing team.
- We promote healthy living as our core purpose and want to live by these values for our employees too. We are committed to a focus on wellness across the organisation; we take the health of our team seriously and wish to provide enhanced benefits where we can.

Fire and Rehire

- We do not practice "fire and rehire" at Waverley Care. Not only does it not align with our health and wellbeing approach, we believe it to be highly controversial and has serious consequences for both employers and employees specifically in relation to employee relations, legal action, reputational damage and denying employees rights. Any future restructuring would be subject to meaningful consultation with UNISON, in accordance with our recognition agreement.