

Our Fair Work and Pay Commitment

Understanding the importance of Fair Work and Pay

The Scottish Government uses the [Fair Work Convention's Framework](#) to define Fair Work as that which offers effective voice, fulfilment, opportunity, respect, and security. The EAUC shares and support this definition.

Strategic Context

The EAUC is delivering sustainable and inclusive growth for its UK and Scotland Teams, which means creating a more resilient economy wherein the organisation can thrive, innovate and create good quality services that enhance the staff experience and our external relations. This also means to improve quality of life, reduces inequalities and be compatible with a net zero, sustainable economy.

The strategic ambitions for Fair Work and Pay are set out in our Internal Ambition Statement (to be approved by the Board in March 2023). The Scottish Government sets out its own actions to achieve a Fair Work agenda, in its [Fair Work Action Plan](#) (2019). We agree that Fair Work is central to achieving sustainable and inclusive growth, producing an environment in which all people can contribute and benefit equitably.

Statement and Intentions

The EAUC is enabling a more inclusive and people-centre workplace culture, through a review of the Equity, Diversity and Inclusion commitments and policies, which includes forming a Fair Work and Pay Commitment. We, therefore, actively take a whole-organisation approach to the shaping of our future outcomes whilst furthering the skills of all team members. Creating these very conditions also means that all staff can play a full and active role that underpins the Internal Ambition Statement.

Recognising and practicing Fair Work and Pay at the EAUC is a means to balance the rights and responsibilities of all employees, and this should be a visible component throughout the organisation's Equality, Diversity and Inclusion policies; moreover, this should extend into workplace culture, attitudes, behaviour and operations. We aim to demonstrate best practice to promote and deliver valuable, equal opportunity in work.

We are taking a journey of continuous improvement in Fair Work and Pay, viewing this as an agenda for all. Listed below are the steps we seek to take, as part of the journey:

- Investing in skills and training (including the staff delivering this project)
 - Evidence: Ensuring a clear staff development and training budget line is maintained for all staff to access. Annual Staff Reflection reports.
- Guaranteeing that there are no exploitative zero hours contracts (for example, those which use zero hours contracts for people who are working regular hours or exclusive contracts that stop flexible workers working for other people)

- Evidence: We do not have any zero hours contracts for staff
- Eliminating gender pay gaps, as well as other gaps that exist as a consequence of protected characteristics
 - Evidence: All staff roles are aligned to a salary grading scheme to ensure fair pay and consistent approach to staff roles
- Having genuine workforce engagement, including an annual anonymized staff survey which is delivered by the People & Performance Sub-Committee which is then reported to the Board of Trustees and Directors
 - Evidence: Annual anonymized staff survey
- Paying the UK living wage
 - Evidence: All staff roles are graded above UK living wage levels
- Offering flexible and family friendly working practices for all workers from day one of employment, and further adjustments specific to health and wellbeing
 - Evidence: Flexible working policy; All staff access to health and wellbeing services through our insurance providers
- Opposing the use of fire and rehire practices
 - Evidence: Recruitment policies

The EAUC focuses on practices, behaviours, attitudes and outcomes that positively reinforce one another:

- Providing a decent standard of living and income
 - Evidence: The minimum grade of roles is at Grade 5 and is above the average for the charity sector and will be cross referenced annually; Providing all staff the maximum working from home allowance as set by HMRC (pro rata); All staff receive a 12.5% employer pension contribution if they join the pension scheme
- Offering all staff a comprehensive security of contract, include measures such as hours and earnings, entitlements related to sick pay and pension, and reasonable accessibility and/or disability adjustments
 - Evidence: Staff contract terms of conditions includes entitlements to sick pay and pension; Health questionnaires for all new starters to ensure any adjustments required are put into place; Working from home accessibility questionnaires are completed by all new staff members and are reviewed as and when any circumstances change
- Fostering an empowering environment for employees wherein all are confident to speak openly, be listened to, and make a difference
 - Evidence: Monthly all staff team meetings for input and feedback of the strategic action plan; Feedback to all staff post-Board meetings
- Giving training and learning opportunities to all staff
 - Evidence: Access to IT training for all staff through University of Gloucestershire; All staff Carbon Literacy trained; Training requirements annually reviewed as part of the Staff Annual Inspiration & Review process; All staff have access to partake in our training webinars and events

- Creating a healthy and safe environment that delivers proactive support to all staff
 - Evidence: Working from Home Policy; Flexible Working Policy
- Enabling a tailored work-life balance, through flexible hours and length of work week
 - Evidence: Flexible Working Policy
- Supporting all staff to feel valued and respected as professionals and as members of society
 - Evidence: Staff Annual Inspiration & Review process;
- Promoting innovation, curiosity, and productivity in a positive manner
 - Evidence: Monthly staff meetings; Staff Annual Inspiration & Review process

This policy and the evidence will be reviewed annually by the Board. Approved by the Board on 29/11/22.