

Fair Work First Statement and Declaration

Statement:

Maryburgh Amenities Company Ltd is committed to advancing the Scottish Government [Fair Work First Policy](#) and the criteria as set out within the [Fair Work First guidance](#) document. We confirm that we pay our staff the Real Living Wage and will do so if we employ people in the future. We will endeavour to ask that our suppliers/contractors are offered the same Real Living Wage rate when procuring goods or services.

We also confirm that we offer our staff and/or volunteers an Effective Workers Voice channel within the workplace.

We employ 1 member of staff and have 18 volunteers.

The key areas targeted by this policy are ensuring appropriate channels for employees to have a voice; investment in workforce development; no inappropriate use of zero hours contracts; actions to tackle the gender pay gap and create diverse and inclusive workplaces; and payment of the real Living Wage.

Specifically:

- (1) We have appropriate channels for effective voice from the workforce and/or volunteers;

Voice Channel: Line Management Relationship

Level: Individual

Evidence: There is opportunity for regular 1:1 open and two-way dialogue between line managers and employee via monthly meetings and this working relationship is effective.

Voice Channel: WhatsApp group involving board members and employee

Level: Individual

Evidence: This is an internal platform that allows worker contribution to strategic discussion such as hall hires, repairs and grants.

The following points satisfy the self-declaration requirements for compliance with the effective voice criteria. If the answer to question 1a is no, further evidence of compliance will be required. Question 1b is only applicable where the organisation employs more than 21 staff. If the answer is no, further evidence of compliance will be required. Please confirm the following:

(1a) Maryburgh Amenities Company Ltd will provide effective one to one line management for any employee or volunteer ensuring regular open and two-way dialogue; that this exists separately to performance management processes; and that worker/manager working relationships are effective.

Yes No

(1b) Maryburgh Amenities Company Ltd will ensure that as part of their induction, employees will be made aware of their right to join a union of their choice and will take a pro-union membership attitude.

Yes No NA

- (2) We actively invest in workforce and/or volunteer development;
Training is available to staff and volunteers when needed as Maryburgh Amenities Company Ltd recognises the importance of investing in the development of all.
- (3) We are committed to no inappropriate use of zero hours contracts;
Maryburgh Amenities Company Ltd does not use zero hours contracts.
- (4) We take action to tackle the gender pay gap and create a more diverse and inclusive workplace;
Maryburgh Amenities Company Ltd currently has only 1 employee but any future job vacancies will consider the gender pay gap and ensure a more diverse and inclusive workplace.
- (5) We confirm that we pay our staff the Real Living Wage and will do so if we employ people in the future. We will endeavour to ask that our suppliers/contractors are offered the same Real Living Wage rate when procuring goods or services.

This statement has been agreed by both the employer and a suitable workforce representative for our employees and/or volunteers:

Signature (for the employer):	
Print name:	
Position within organisation:	
Date:	

Signature (as workforce representative):	
Print name:	
Position within organisation:	
Date:	