



Fair Work Statement

STRATHEARN ARTS FAIR WORK STATEMENT

What is Fair Work?

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. This is through 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;
- payment of the real Living Wage;
- offering flexible and family friendly working practices for all workers from day one of employment; and
- opposing the use of fire and rehire practices.

Fair Work dimensions

The Scottish Government's Fair Work Convention sets out the five dimensions of the Scottish Government's Fair Work policy.

We use the principles of "The Illustrated Fair Work Guide (For the creative and cultural sectors in Scotland)" as our guide to putting Fair Work into practice in our organisation, it is 'required reading' for our leaders/managers.

Strathearn Arts aims to be a fair organisation to work for and with.

We respect the Fair Work Convention's framework, and follow the five 'dimensions' of effective voice, opportunity, security, fulfilment and respect, as follows:

1. Effective voice

For individuals, the opportunity to have an effective voice is crucially important. Having a say at work is consistent with the broader suite of rights available to citizens in democratic societies. Being listened to, and the ability to speak, individually or collectively, is closely linked to the development of respectful and reciprocal workplace relationships.

We support the concept of effective voice and embed this at all levels of the organisation. This includes encouraging openness, transparency, dialogue and tolerance of different opinions.

We have a number of structures (both formal and informal) in place to allow real dialogue (both individual and collective) to take place. These include:

	Our Staff	Artists/ Performers	Our Showcasers	Our Volunteers
Regular Team Meetings	✓			✓
Regular Activity Reviews	✓		✓	✓
Inhouse 'Reaching Higher' Program	✓			✓
Feedback Surveys		✓	✓	
Biannual Strategy Sessions	✓			
Additional Support Meetings (where necessary)	✓			✓
Quarterly Meetings with Trustees	✓			
Access to Group Online Portal (for feedback & improvements)	✓			✓
Anything you'd like to add?	✓	✓	✓	✓

2. Opportunity

It is a reasonable aspiration to want work that is fair – and for fair work to be available to everyone. Fair opportunity allows people to access and progress in work and employment and is a crucial dimension of Fair Work.

We are conscious of the workforce profile of our organisation, region, and sector, and we are keen to identify barriers to opportunity.

We apply a people-focussed approach to the structures and processes we have in place, these include:

	Our Staff	Artists/ Performers	Our Showcasers	Our Volunteers
No age restrictions or formal education restrictions on opportunities in place (unless legally required)	✓	✓	✓	✓
Regular operational training (bar, health & safety, technical etc)	✓	✓	✓	✓
Annual review of individual training/personal development requirements	✓			✓
Access to small/micro-business advice/guidance (through signposting)			✓	
Provide work experience opportunities to students				✓
Regular review & maintenance of charity EDI policy	✓	✓	✓	✓
Anything you'd like to add?	✓	✓	✓	✓

3. Fulfilment

Fulfilment can come from positive and supportive workplace relationships that promote a sense of belonging and this overlaps strongly with respect as a dimension of fair work. It is widely acknowledged that fulfilment is a key factor in both individual and organisational wellbeing. This includes the opportunity to use your skills, to be able to influence work, to have some control and have access to training and development.

We aim to provide fulfilling roles throughout our organisation, for the benefit of staff, volunteers, trustees and artists alike, understanding the positive effect it has on staff retention

We aim to build job satisfaction into all roles, to create a caring culture of trust and one where workers can use their skills to make a difference in the sector, by delivering on the following:

	Our Staff	Artists/ Performers	Our Showcasers	Our Volunteers
Our performance expectations do not have a negative impact on wellbeing, they are realistic, and achievable	✓	✓		✓
We encourage workers to use their existing skills, develop new ones, stretch their talents/capabilities, take on new responsibilities and work independently	✓			✓
We aim to develop work programmes that can be delivered fairly, ethically and realistically, with the adequate support in place	✓	✓		✓
We encourage workers to set appropriate boundaries for: <ul style="list-style-type: none"> the daily number of in-person and online meetings the duration of meetings (max. 1.5 hours) regular breaks, including between meetings the length of their working day 	✓			✓

We encourage the team to use alternative ways of meeting whenever possible (e.g. phone/walk)	✓			✓
We support creatives to use their skills to develop and deliver the work they find most fulfilling		✓	✓	
We aim to create an environment where the mental health and wellbeing of all our people is taken as seriously as their physical health	✓	✓	✓	✓
We encourage volunteers to work in the areas of the operation they find the most fulfilling				✓
We collaborate with workers in problem solving and leadership decision-making at regular organisational workshops	✓			✓
We encourage trustees and others to act as mentors for staff, supporting their personal development				
Anything you'd like to add?	✓	✓	✓	✓

4. Respect

Respect at work improves individual health, safety and wellbeing. Dignified treatment can protect workers from workplace-related illness and injury and create an environment free from bullying and harassment. Fair Work is work in which people are respected and treated respectfully, whatever their role or status.

We expect everyone involved in the organisation to treat each other and others with respect and dignity, despite healthy differences of opinion and the varied workloads caused by the sector we operate in

We aim to create a culture of respect that requires behaviours, attitudes, policies and practices that support health, safety and wellbeing, and that these are consistently understood and applied throughout our organisation:

	Our Staff	Artists/ Performers	Our Showcasers	Our Volunteers
We have clear expectations of behaviour, conduct and treatment and encourage everyone we work with to be respectful to others	✓	✓	✓	✓
We maintain a staff handbook, with grievance procedures that reflect our expectations	✓	✓	✓	✓
We employ an external HR service to provide advice and guidance as to best practice and legal requirements	✓			
We respect the team's personal commitments and encourage a healthy work/life balance	✓			✓
We see differing views as productive and creative. We aim to ensure that interpersonal relationships and internal procedures exist to manage conflicting views in a constructive way.	✓	✓	✓	✓
We acknowledge the importance confidentiality, we maintain a robust process to manage personal data to meet GDPR requirements	✓	✓	✓	✓
We encourage the team to use the appropriate platform for	✓	✓	✓	✓

communication as a means of respect for the other team members as outlined below:

- Telephone/mobile for urgent matters
- WhatsApp for informal chat and non-urgent updates
- Teams Chat for work chat and collation of information
- Email for external communication and important actions
- Microsoft Teams for internal meetings & external meetings (where appropriate)
- Smartsheets- for communicating operational information/documents
- Sharepoint/Onedrive for shared documents

Anything you'd like to add? ✓ ✓ ✓ ✓

Anything you'd like to add? ✓ ✓ ✓ ✓

5. Security

Security of income can contribute to greater individual and family stability and promote more effective financial planning, including investment in pensions. Security of employment, work and income are important foundations of a successful life.

We aim to support widespread awareness and understanding of employment rights across the organisation. We acknowledge the need for stable employment and job security (despite the precarity of the sector and the economic context) and aim to provide transparency and agency where appropriate

We have open and transparent structures and processes in place, these include:

	Our Staff	Artists/ Performers	Our Showcasers	Our Volunteers
PAYE Contracts Only (no zero hours contracts)	✓			
Access to Stakeholder Pensions for all	✓			
Part-time workers salaries are pro-rata & are proportionate to hours worked	✓			
All workers earn at least the Real Living Wage (as calculated by the Living Wage Foundation)	✓	✓		
Staff team encouraged to contribute to major funding applications to improve transparency and openness	✓			
We provide clarity around roles, the need to share responsibility & the necessity of appropriate time off	✓			✓
We aim to pay Scottish Artists Union rates of pay (artistsunion.scot/rates_of_pay)		✓		
Promote clarity around roles procured and do not offer work that is yet to be funded (unless being clear about the nature of the offer)		✓		

We value every hour, given in-kind by volunteers, skilled and unskilled, the difference they make to our sustainability and recognise the benefits volunteering brings individually and to the community we serve.



We record the value our volunteer hours and use the Real Living Wage rates as a minimum, for funding applications and reports
(See [Calculating-the-economic-value-of-your-volunteers-Guidance.pdf](#) on [volunteerscotland.net](#))



Anything you'd like to add?

