

Fair Work First Statement and Declaration

Statement:

Plockton & District Community Trust 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/or will do so if we employ people in the future. We make every effort to ensure 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 zero staff and/or have nine regular volunteers.

Specifically:

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

We are a very small organisation with nine Trustees and approximately 130 members. We do not employ any staff and do not engage any contractors on a regular basis, or their one-off commissions. At present we do not provide any services so do not have any regular volunteering activities.

We do work to ensure all volunteers and members are treated with respect and our contact details together with a profile of each of our Trustees can be accessed on our website.

One of our Trustees is our Volunteering and Fair Work First Champion. Any volunteer with a concern or suggestion as to their volunteering experience with the Trust can contact this Trustee.

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) PDCT 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) PDCT 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;

We are a member of SCVO and promote training opportunities provided by Business Gateway and Just Enterprise to our Trustees.

(3) We are committed to no inappropriate use of zero hours contracts;

We do not use any zero hours contracts.

(4) We take action to tackle the gender pay gap and create a more diverse and inclusive workplace;

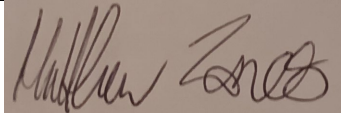
We do not provide any paid work, other than one-off third party contracts that are procured.

(5) We are fully committed to paying the Real Living Wage to both our employees and ensuring our contractors also do the same.

If we have employees in the future we will provide the Real Living Wage. We will include payment of Real Living Wage as a pre-requisite when procuring goods and 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:	Sandra Holmes
Position within organisation:	Trustee
Date:	18 November 2023

Signature (as workforce representative):	
Print name:	Matthew P Jones
Position within organisation:	Trustee – Volunteering & Fair Work First Champion
Date:	18 November 2023