

The Fair Work Charter



/Opportunity

We are working towards an economy where all pathways into employment are inclusive, organisations use the best recruitment practices and all people have access to flexible working arrangements.

We invite employers to take a 1st step on this journey by taking the following actions:

Inclusive pathways into employment and career progression

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Broadening your recruitment channels to seek out underrepresented groups
- Using apprenticeships, paid internships, or work experience to widen access to employment opportunities
- Using methods such as mentoring, coaching, skills training and development to diversify the pipeline into leadership roles for current staff
- Actively supporting relevant campaigns and voluntary standards and/or seeking support from relevant external bodies

Inclusive recruitment practices

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Using anonymised/name-blind recruitment procedures to ensure that candidates are judged on merit and not on their background, race or gender
- Using Positive Action measures to help people from under-represented groups overcome disadvantages in competing with other applicants
- Actively supporting relevant campaigns and voluntary standards and/or seeking support from relevant external bodies

Flexible working arrangements

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Offering flexible working arrangements to staff wherever possible, including:
 - Where they work – e.g. agile working, working from home, hybrid working
 - When they work – e.g. flexible start and finish times, compressed hours, adopting relevant schemes such as the Carer's Passport scheme
 - How much they work – e.g., part-time, job share, unpaid leave

/Security

We are working towards an economy where all organisations go beyond legal minimums to pay staff at least the real Living Wage and maintain working conditions that provide security and dignity to all workers.

We invite employers to take a 1st step on this journey by taking the following actions:

Fair pay and working hours

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Increasing the proportion of employees, apprentices or contractors paid at least the real Living Wage over time
- [For organisations with over 250 employees] Identifying, reporting and addressing ethnicity and/or disability pay gaps, alongside the gender and executive pay gap reporting required by law
- Increasing the provision, duration or replacement income rate of sick pay
- Providing clarity and good notice of working times to aid household planning
- Offering workers a guaranteed minimum number of hours per week

Secure contracts and conditions

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Reducing forms of insecure employment (except where specifically requested by workers/applicants), such as:
 - payment by task/minute,
 - zero hours,
 - temporary/self employed/agency where roles can be made permanent
- Using procurement and purchasing power to minimise the use of unnecessary forms of insecure employment in the delivery of services through contractors

Safe working environments

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Ensuring accessible, trusted and responsive processes for dealing with employee grievances and disciplinary issues
- Actively supporting initiatives and campaigns that promote safe working environments, free from violence, bullying, discrimination, harassment and victimisation

Wellbeing

We are working towards an economy where work helps all people to live healthy and happy lives, while contributing to the increased productivity of their employer.

We invite employers to take a 1st step on this journey by taking the following actions:

Fostering good physical and mental health

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Providing access to relevant occupational health services that prevent illness and/or boost physical and mental health,
- Providing staff training to increase awareness of how to improve physical and mental health, and reduce any stigma
- Promoting active travel and/or practical action to reduce sedentary working habits

Support for wider aspects of wellbeing

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Providing resources and support to help with money management and future planning
- Promoting and signposting employees to relevant local support services and organisations (e.g. Citizens Advice, credit unions)
- Providing other financial benefits to help with the cost of living (e.g., personal loans, cycle to work schemes, specialist financial planning advice, season ticket / travel card loans etc.)

Employee Voice

We are working towards an economy where all workers are empowered to contribute towards the success of their employer through positive relationships and effective communication

We invite employers to take a 1st step on this journey by taking the following actions:

Consultation and engagement

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Involving staff throughout the business in decision-making and managing change through effective engagement, consultation, communication
- Ensuring clear and effective mechanisms for responding to the views, ideas and concerns of staff
- Using surveys or other methods to regularly monitor the views, ideas and concerns of staff
- Actively seeking and considering the specific views of diverse groups and people with protected characteristics within the workforce (e.g. via supporting staff networks)

Recognition and support for trade unions, where requested by workers

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Using induction, training and/or other activities to raise awareness of the opportunity to join a trade union or professional association
- Recognising and implementing collective bargaining agreements on pay and working conditions
- Providing time and facilities for trade union duties, training and activities

/Fulfilment

We are working towards an economy where work provides all people with the opportunity to learn, develop and meaningfully connect to a purpose that resonates with them.

We invite employers to take a 1st step on this journey by taking the following actions:

Learning and development

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Providing continuous learning and skills development opportunities for all staff
- Using training and development activities to make the organisation more inclusive (e.g. Equality, Diversity & Inclusion training, English courses, digital literacy, inclusive leadership and management courses, reverse mentoring)

People management

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Using regular one-to-one conversations between staff and managers/supervisors, to ensure that:
 - Staff feel they belong, are invested in, and developed
 - There are opportunities to discuss wider workplace issues (e.g. mental health), and the distinctive needs of the worker
- Providing training for all leaders, managers and supervisors in relevant aspects of people management including leadership development and line management

Supporting communities and good causes

Demonstrate your commitment through specific actions relevant to your business or sector, such as:

- Considering requests from staff which enable their participation in civil society, such as:
 - Volunteering
 - Time and facilities for prayer/rituals
 - Recognition and time off for religious holidays and festivals
- Providing funding, expertise and/or other in-kind support to charities and third sector organisations
- Using procurement and purchasing power to support local social enterprises and third sector organisations