



FAIR WORK CONVENTION MINUTES

DATE: 16 November 2023
10:30 -13:00

Attendees and apologies

Attendees:

- Patricia Findlay (Chair)
- Satnam Ner
- Anna Fowlie
- Robert Carr
- Chris Westcott
- Fair Work Convention Secretariat

Apologies:

- Aileen McLeod
- Lilian Macer
- Jim Savege
- Roz Foyer
- Mary Alexander
- Tracey Gilbert

Guests: Graham Watson and Becci Diggle from the Scottish National Investment Bank. Lynn Curran and Anne Marie Donald from Scottish Enterprise

Observers: Susan Waugh from Scottish Government joined to observe the presentation from the Scottish National Investment Bank. Katie Irvine from Scottish Government joined to observe the presentation from Scottish Enterprise.

Item 1. Welcome, Apologies and Housekeeping.

Patricia Findlay welcomed members to the Fair Work Convention's fifth meeting of 2023.

Membership Update

Patricia expressed thanks to Jim Savage who notified that he will be stepping back from his role in the Fair Work Convention due to work pressure. Jim will remain as a member until a replacement can be made.

Fair Work Secretariat

Beth Cocker has left the Fair Work Secretariat Chair thanked Beth for the excellent work she did in supporting the Convention over the last two and a half years. The Chair expressed that she was really sorry to lose her, as she was an excellent asset to the Convention.



Item 2. Presentation from the Scottish National Investment Bank – 10:35 – 11:20 (45 mins)

Becci Diggle and Graham Watson from the Scottish National Investment Bank joined to present on the steps the bank has taken to advance fair work practices for the benefit of their staff and to shape their investments.

Graham Watson spoke about the history of the Scottish National Investment Bank and fair work challenges and successes. Graham Watson noted that the Bank address commercially viable activity that is being held back by capital investments. The role of the bank is to bring about partnership working and introduce private funding to investments.

Graham Watson stated that the bank have a mission led filter for their investments and each opportunity has to meet these. These help maximise investments. Companies come for longer term investment for projects. Scale of investment is from 1-50 million. The bank is 3 years old and is a PLC with a board of directors. The bank has concluded 29 investments in the 3 years it has been operating. Investments can be with small and large commercial enterprises. Most investments are 5-15 million.

Becci Diggle stated that the Impact Team supports the whole of the investment lifecycle and the impact team carries out impact monitoring after the investment has been made, including delivery of fair work and equalities. Mission led impact assessment is aligned to the Global Impact Assessment which helps to make investments that are measurable. Becci stated that the impacts should be about delivering something above and beyond a commercial return. This also includes responsible exits supporting businesses to mature and grow. The bank have a robust framework to measure impact in the investments. Each investment has a theory of change model to help track delivery against forecast. There is also a climate risk assessment against each investment.

Becci Diggle noted that an impact report was published in April 2023 and will be next due April 2025. In addition Becci Diggle noted that responsible investment KPI's ensure the regular monitoring of the portfolio. Becci Diggle estimated that the bank supported 1200 jobs but many businesses are SME and start-up.

Becci Diggle noted that the bank are working to forecast the impact of the investments taking into cognisance of global impacts. 100% of businesses are committed to adopting and working towards Fair Work First principles offering the real living wage and flexible working. They are all committed to reporting on their delivery of these, depending on size and maturity of the businesses.

Chair opened for discussion

Item 3) Presentation from Scottish Enterprise– 11:20 – 11:50 (30 mins)



Chair welcomed Lynn Curran and Anne Marie Donald from Scottish Enterprise. They joined to talk about their fair work employer tool. Having recently carried out a review of the tool their presentation covered how it was designed and launched, any lessons learned and how it is performing as a tool to support employers.

Lynn Curran stated that the fair work employer tool has been managed by Scottish Enterprise for the past 3 years. This was an ask by Scottish Government to signpost support available. It was launched in Jan 2021 as a minimum viable product with the opportunity to evolve. Lynn Curran stated that they worked closely with Helen Martin to develop the tool and Lynn Curran thanked Helen Martin for her help.

Ann-Marie Donald spoke about the development of the tool, the scope of the project, how success was measured. Ann-Marie Donald noted the progress to-date which has shown a steady uptake of the tool. Ann-Marie Donald noted that they have a stakeholder group that covers other government organisations and hold monthly meetings. The Fair Work Secretariat sit on this group. Ann-Marie Donald noted that following feedback there is a desire to understand who was leaving notes on the tool and action plan template was developed. They will work with the Scottish Enterprise digital team to understand use. Ann-Marie Donald noted that overall feedback was positive. Future development feedback was to have an employee tool for staff feedback.

Scottish Enterprise will now work to review the Action Plan and Dashboard and will be looking to work with the Fair Work Convention to develop the employee tool and how these can interact.

Chair opened for discussion

Item 4) Update from the Secretariat – 12:10 – 12:45 (35 mins)

Minutes from the last FWC meeting on Thursday 2023 were agreed and will be published on the website.

The secretariat then provided updates on ongoing work including:

- The Hospitality Inquiry
- The Construction Inquiry recommendations
- Research Fair Work self-assessment tool
- Communications update Speaking
- Engagements undertaken by Support Team
- Head of Secretariat updates
- Speaking Engagements undertaken by Support Team

Staffing

A new researcher is starting on 25th November as well as a Statistician.

Governance

A Terms of Reference and Memorandum of Understanding have been drafted and will be considered by Lewis Hedge and will be progressed in the next few weeks.

Chairs update

- Meeting with Lewis Hedge, Deputy Director Fair Work on effective ways of working following the last Convention meeting . Chair stated that Lewis voiced a commitment to connect the Fair Work Convention to government. Also committed to connecting the Fair Work secretariat to colleagues in government. There will be a meeting with the Fair Work Convention and Scottish Government policy on the Fair Work Action Plan later today to agree measurements within the plan.
- Meeting with Jane Duffy Unit Head, Post School Qualifications Scottish Government 19th October on recommendations 18 and 17 of the Construction Inquiry. There was a discussion on apprentice pay and the payment of the real living wage. The meeting also discussed training and data collection. Scottish Government felt this work should be undertaken by the Fair Work Co-Ordinator in Unite which the Fair Work Convention stated was Skills Development Scotland role not the Co-Ordinator. There are further areas to follow up on a number of areas of the recommendations but Scottish Government have assured that the actions will be progressed in early 2024. Fair Work Convention will meet with Scottish Building Federation today (16/11/2023)
- Wellbeing Economy Expert Advisory Group update from meeting on 10th October. Chair sat on the group and felt that fair work was well represented.
- Meeting on the review of PHASS (Partnership on Health and Safety Scotland) 23 October.
- Meeting with Andy Kerr on the Social Car Inquiry recommendations. This meeting felt like progress was made on the concerns that the Fair Work Convention have with the progress with the workstreams. Andy took the recommendations from the meeting to help create linkage and progress the workstreams.

Members update

Robert Carr asked Chairs to approach Chief executive of Scottish National Investment Bank before approaching ministers on progress of fair work. Chair suggested that an informal approach by the secretariat will be the first steps. Satnam Ner asked if fair work can be inserted to ESG? Chair said it can be asked.

Item 5) Final Thoughts, Any further Updates and AOB – 12:45 – 13:00 (15 mins)
Next Meeting

Next meeting: Fair Work Convention Meeting – 22nd February 2024 4 Atlantic Quay Glasgow.

