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**EMPLOYEE COMMITTEE MEETING Via TEAMS**

**Present:** Lauren Oakley (Chair), Amy Foreman, Andrew Broadhurst, Danielle Chaney, Cherry Young, Darryl Wilson, Harriett Whitren-Jones, James Trott, Jane Jarvis, Jim Barber, Luke Thomas, Lydia Galloway, Maggie Stuart-Lynn, Nicky Webb, Niki Smith, Pete Redden, Raksha Rajo, Rosie Barnard, Jonathan Buswell, Susan Bradbury, Ben Hancock for Doreen Makrani, Tiffany Stevens for Charlotte McKearnon

(MHFA) Laura Rowe, Angie Nelmes, Sonia Read

**Apologies:** Alison Cross, Abbie Harding, Holly Haddow, Toby Oakley

**Minute taker:** Amy Foreman

**Date of Next Committee**: April 14 2021 Via TEAMS

**Agenda/ context:**

**Catch Up and Check In with Each Service, Fair Voices, MHFA action plan**

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|  |  | Action Points |
| **Whistleblowing** | * Please take to the correct channel. HR or Whistleblowing email.
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| **Health and Safety** | * None
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| **Fair Ways Fest** | * Lauren is looking into being able to put on Fair Ways Fest this year. Will update as soon as soon as more information available.
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| **New Reps /** **Welcomes**  | * We are in need of a new rep for Paddington Grove and The Hub. LO has emailed both teams to inform them.
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| **Committee Chair****Update** **New Business** | **Cycle to Work Scheme*** Cycle to Work scheme is ready to go. As soon as payroll have signs it off, authorization will go through.
* A cycling proficiency booklet was suggested. Lauren will look into this.

**Abby’s Heroes*** After 2 years of supporting Leukemia Busters, we are now moving on to support Abby’s Heroes as our chosen charity.
* We have a video from the charity that will land on the community pages and there will be a launch to make people aware of Abby’s heroes, why we are supporting them and what they do.
* Employee reps are to push fundraising within their own teams, e.g. cake sales, fates, dress up days, etc.
* Amazon Smile and Payroll giving will be relaunched.
* Events will be taking place to support the charity, Covid-modified if necessary.

**Atlas Mountains*** Due to logistics and Covid restrictions, the Atlas Mountains trip is cancelled.
* We are looking at new challenges that could be based in the UK. Watch this space.

**Fair Ways Fest*** We are hoping it can go ahead this year!

**News*** We need new reps for the hub and Paddington. Danielle is moving – congratulations, Danielle! Sue is now Education based and will still be with us as a rep, but not for the Hub.
* The India Project has been cancelled indefinitely due to the international travel restrictions. So we need to come up with a new global project that we will be able to commit to and fulfil – e.g. helping from afar, or something like Solent for Syria. – Reps to go back to teams for suggestions.
* Lauren is pregnant due August. Congratulations, Lauren!
* The nominees for Employee Committee positions did their speeches.
* The committee will receive a ballot from Survey Monkey shortly.
* Lauren will still have oversight of the committee.
* The IT Team has made it possible for five children of Fair Ways staff who were unable to access their home learning to have free computers.

**New Query:****I don’t understand how sick pay is worked out:**In other schools if a teacher is permitted to take unpaid leave then the deduction from the salary is 1/365. This is because salary is accumulated each day of employment. There was a test case for this when a sixth form college tried to deduct 1/260th of pay for strike days Based on 260 weekdays a year).  So, it's clear that when it comes to deductions from pay,we are treated as being paid 1/365th of our salary for each day of the year, regardless of whether it's a teaching day or not.  | Committee reps to ensure they cascade the information from these meetings to the wider workforce.**Passed to HR** |
| **Fair Voices**  | * Thank you everyone for the feedback.
* The Friday show is something for everyone. There is no hierarchy and is valuable to all. We should be promoting this to teams and YPs.
* In the last show, YP was awarded £1500 for a new amp and drum kit.
* The desire for this show is to give YPs and adults a platform for drive and change.
* The next show if Friday 26th March. Please take this date to your teams and work on how to promote it.
* It works as a level playing field for adults and children and it can be targeted to anyone.
* We are hoping that eventually, YPs will take over the directing of the show.
* It gives children a chance to forget they are in care.
* Limit of 100 people on the Zoom call.
* You don’t have to have your camera on if that puts you off! You can have it on in the background.
* We will be using the new community platform and are being re-branded to “Fair Voices”.
 | Reps to speak to teams and encourage participation from Head Office as well as our homes.  |
| **Committee Member - Wales** | * Better than we have been recently.
* We have 2 new YPs. One in Birch and one in Ty Rhos. They have both settled quickly, but one more so than the other.
* We are not having as many staff off sick after out Covid scare.
* The staff have mixed views about the vaccine. Some want it, some don’t.
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| **Committee Member - Training** | * All is well in Training, but our workload has practically doubled since before Covid. This is due to booking in lots of courses to get staff back to full compliancy. We are running 13 sessions next week! Thank you for your patience while we deal with our increased workload.
* We are starting to plan in some face-to-face training with strict protocols in place – this includes First Aid and Team Teach.
* Attendance is currently an issue. Not enough precedence is being put on virtual training. We do understand the difficulties people are faced with presently, e.g., homeschooling, but we do still need to be communicated with regarding cancellations and absences. This way spaces can be filled and will not go to waste.
* The team wants to thank HR, and all involved for the wellbeing boxes. It was a thoughtful gesture and made us feel appreciated.
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| **Committee Member – Education Liaison** | * Things are busy. Especially with ISL.
* We are helping YPs with their education. Lots of them are choosing to go to Enham.
* There has been some interest with the allotment and one YP comes to help. Prep going in for spring.
* Thank you Participation for the Friday Show
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| **Committee Member – Fostering** | * We are hosting a virtual Fostering information session on Wednesday 24th March at 7pm. This is open to anyone who would like to learn more about Fostering. Please feel free to share with friends and family who might be interested in joining. If you would like to join this event, please email lucy.garrett@fairways.co.
* We are enjoying the participation show - thank you!
* We supported children's mental health week 1 - 7th Feb - and provided links to our foster carers for creative ideas, activities, and tips on how to start conversations with young people around wellbeing.
* We have been supporting the Fostering Network campaign for the vaccine to be rolled out to foster carers, as they have not been included in the health and social care grouping.
* We continue to provide online training for carers and staff, in NVR, CEOP and Safeguarding.
* We are continuing with our Refer a Foster Carer campaign - if you, or anyone you know would like to foster please do get in touch. You will receive a £250 referral fee once the carer is accepted at panel.
* Our children and young people’s panel continues to be a success - this is where our foster children get to interview prospective carers! They provided some difficult questions and scenarios and fed back that they were answered well!
* We are supporting LGBTQ+ during their history month.  We continue to ensure that the message to our young people, and carers is that we are an inclusive service, willing to engage in conversations, and sharing experiences. We have included this as part of the February newsletter to foster carers and have been able to provide some external training to continue to promote understanding, self-awareness, transforming attitudes and creating inclusive relationships in our society.
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| **Committee Member – Athelstan** | * We had an 18 Birthday Party! SU's got involved with the planning and made a lovely cake for the Birthday girl!
* We have a new member of staff starting this week!
* Claire Pemberton, our CAHMS nurse has been offering a therapeutic space weekly for all SU's.
* Nearly all our SU's either are engaging in education or striving to continue further education, special thanks to Sue Bradbury as usual!
* We have begun plans to improve our back garden space.
* We are being optimistic about plans for the future and discussing activities we can do post lockdown, and planning activities we can still do during this time.
* Maggie has sent out an email about the Mental Health First Aid course, and advised she is available should anyone require some support, and if staff have any concerns about anyone else, support can be offered should the person wish support.
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| **Committee Member – Garden House** | * Garden house are doing well.
* We have just taken in a new child.
* We have produced our first newsletter.
* The children have all got an education provision that are taking them into school which is supporting them during this lockdown.
* We are really looking forward to, and hopeful for our holidays this year.
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| **Committee Member – ISL**  | * All is well.
* Staff are glad to have had their vaccines and feel a lot safer coming into work.
* We currently have 6 YPs and are very busy.
* One YP has become advocate for people in care.
* We are currently short-staffed but the team has pulled together.
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| **Committee Member – Outreach** | * Everything is good with Outreach and we have some new referrals so we are very busy.
* We previously asked a question about pensions but have not had a response yet. – Jane to chase.
* Could we have more schemes like Health Assured, but for exercise or wellbeing?
* The assistance scheme has given someone a new TV in a protective casing due to damage by service user.
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| **Committee Member - Swanwick** | * One pupil contacted school staff over half term and asked for additional Maths's revision lessons
* One pupil used a Maths website which Fairways paid £250 for to teach himself gaps in his knowledge
* We are looking forward to seeing the few students who have been learning over teams coming back to school and transitioning in from 8th March to Easter
* It's been great to meet bank workers who are interested in working in school over the past few weeks
* One new pupil on transition
* One pupil successfully transitioned into mainstream last week to Crofton School
* Started staff 'Shenanigans” each Friday where we have been put into pods and given the task to entertain the staff team via zoom, to increase staff morale
* We were given £1500 from Gareth for music equipment after he listened to one of our pupils' songs
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| **Committee Member – Lakeside** | * Shout out to Participation. People have said it’s great to get an insight into the culture and what really goes on to make a difference to the YPs and families we work with. It is great to see. We have got a great pool of talent in the organisation. It is a great example of coming together no matter what someone’s role in the company. Well done and Thank you!
* Shout out to someone in Finance team who has gone above and beyond. To save embarrassment of the individual, an email has gone to the Compliments email. Quick reminder to send shout outs and compliments to the Compliments email address at compliments@fairways.co! It is nice to recognise staff who go above and beyond. YPs are also allowed to email it.
* Lots of carrier bags are going on petty cash receipts. Can we please make a conscious effort to remember to take them with us? It has a negative impact on the environment and we are also spending more when we don’t need to be. Have a think about where you can safely keep them.
* We need to think about the way we do our staff awards. It is good that we recognise more people now, but smaller teams are included with bigger teams and this could be construed as unfair. How can we improve this? How do we want to be recognised? – Reps to go back to teams to discuss suggestions regarding how we want to do staff awards.
 | EC reps to speak to teams and design a cake competitionEC reps to feedback if their teams would like ‘How to’ videos |
| **Committee Member – Fort Wallington** | * There is a strain on the staff and YPs at the moment.
* Sickness levels are up and down but we are working well together
* We are hopeful for coming out of lockdown and are trying to get out and do some exercise.
* We have a new member of staff going from temp to perm. He is very good and settling in.
* Lorrie has picked up the position as curriculum manager which has helped with structure.
* Thank you HR for the wellbeing parcels! It really lifted people’s spirits.
* We think it would be helpful to have staff questionnaires more frequently, as it helps staff stay in touch with what is happening.
* We are doing Covid tests about twice a week.
* We had our first group supervision last week which was really helpful.
* Danni will be back from maternity leave soon.
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| **Committee Member – Paddington** | * All children are attending school.
* Games room is being redecorated and we are hoping to put a small gym in there.
* We have a new student social worker.
* We have a new YP and things are challenging at the moment. We are working closely with the hub to support her.
* We are looking to book a holiday for the summer.
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| **Committee Member - MFC** | * House has 5 young people, all engaging in education, 2 in Fairways and 3 in mainstream. I currently home schooled and returning on Monday 8th March.
* Had party yesterday to celebrate a young person's birthday and this went well.
* 80% of staff have had Covid vaccine and have booster jabs in April.
* Community meetings are lasting longer, and young people are discussing issues with each other.
* Skern Lodge Activity Centre summer holiday has been booked for August.
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| **Committee Member****-Port. Road** | * New YP moved in a few weeks ago and has settled in well. He has moved back to Hampshire from Macclesfield so he is now closer to his family which is good.
* One YP may be departing early, but with the Staying Close Project and will be moving to Stamshaw.
* We have a new member of staff settling in well and a couple of staff have moved onto other things.
* The YPS are looking forward to summer. We are going to make it a brilliant one!
* We have an extension starting soon. A couple of bedrooms will be added to the loft, so hopefully it can become a 4-bedroom house later in the year.
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| **Committee Member****-Totton** | * Most YPs are attending full time. The others are transitioning.
* The local church has been allowing us to use their church hall for extra space during Covid.
* We are having our OT and sensory rooms revamped.
* We are awaiting 3 new members of staff who are currently going through their recruitment checks.
* We have had great temps/agency workers.
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| **Committee Member – RFC** | * Staff are pleased with wellbeing packages.
* 7 families are now at the centre. Bungalow is in full use.
* Please pick up some shifts if you want to!
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| **Committee Member – Contact** | * Busy, but all is well.
* We have a new Outreach package.
* There have been some local authority concerns, but we are dealing with them
* We are moving from Crowther.
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| **Committee Member – Maintenance**  | * The relocation to Lakeside is almost complete. We feel as though it is a move forward.
* Two members of staff are currently off
* Shout out to Nick who has been doing an amazing job of managing the team.
* We have been able to keep on top of things.
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| **Bank Engagement** | * .We have more bank staff coming on board.
* A lot of them are now picking up shifts in other areas of the business.
* It is quite difficult to interact with bank workers virtually.
* Managers are on board with the working between units.
* We are getting there!
* Thank you to Participation for the Friday show. It is a shame there were not more people joining in
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| **Harriett’s HR update****Mental Health First Aid Action Planning**  | * Thank you to all for your engagement.
* How do we take this forward and introduce what it is about and who to come to?
* This aligns with our culture and we truly believe in this and that this was the right group to take it forward.
* Committee member – it made me acutely aware of what was going on around me
* Committee member – There is a line managers’ resource pack which acts as a step-by-step guide. I recommend everyone downloads it.
* Comms have gone out regarding the line managers’ Mental Health Awareness half day course.
* Ian from WeAreHummingbird, will be attending team meetings to talk about coping mechanisms. Comms regarding this will be going out soon and it will be rolled out by the end of April.
* We should remind staff during team meetings of who is available to talk to.
* We will be including MHFA in the Community pages. We should be able to launch this in a couple of weeks.
* There are 27 Mental health First Aiders in the company currently, and some people may want to talk to someone they don’t know. So make sure this is known.
* Will there be a follow up? It was felt by one committee member that two days was not enough for that amount of information. We were reminded that the training is about listening and reducing stigma, not to become an expert.
* Refresher training is recommended.
* In future meetings, we will discuss how to look after our own mental health and how things are going.
* Lauren is looking into a team building day.
* Cherry wanted to reiterate how much the wellbeing boxes meant to us.
* We will slot in some time at the end of our meetings to talk about mental health.
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