

**Joint Communication from Gary Conway, Facilities Business Manager, Dundee, and Local Shop Stewards, 6 January 2022, No.58**

I would like to take this opportunity to thank you for your continued support in these difficult times and I am very grateful for your hard work in providing essential public services within the Dundee school and non-school estate.

I would also like to take this opportunity to recognise the current challenges we are facing in providing our cleaning service and inform you of the methods we are adopting and measures we are taking to address them.

Several factors can impact our ability and effectiveness to provide a cleaning service daily, but I appreciate that more recently workforce shortages are having a significant impact on employee wellbeing and provision of the service.

Together, Martin Will (GMB), Jacqui Cushnie (Unite), David Hughes (Unison), myself and my management team, have had open and honest conversations about the workforce shortages and steps we can take to address them.

In addition to more recruitment, it is essential that we reallocate resources, when required, to provide the essential cleaning services to our client. I appreciate that some of you may be concerned about working in a different location due to the COVID-19 pandemic, and/or may be reluctant to do so for personal reasons.

I would like to reassure you about working in a different location when required.

First and foremost, your health, safety and wellbeing are our primary focus. We have robust risk assessments and procedures in place to minimise the risk posed to you of contracting COVID-19 in the workplace. If you have any concerns regarding your health, safety, and wellbeing at work, these are taken seriously, and your manager will discuss these with you and provide you with support where possible. We also have access to a suite of COVID-19 employee wellbeing resources which you can access on Tayside Contracts' Website.

Secondly, when cover is required in another establishment your Facilities Assistant or Senior Facilities Assistant, will firstly seek volunteers to provide cover at another building. When there are no volunteers, your line manager may need to select an individual(s) to provide cover at another building.

Your Senior Facilities Assistants (SFA) are in daily conversations to plan and allocate resources appropriately. You will be provided with as much notice as possible but on occasion this might not be possible.

You will only be asked to provide cover for a short period of time, to complete tasks deemed essential by the Facilities Management Team.

You are entitled to claim additional mileage or additional public transport costs if you are required to attend a building that is further away from your home than your normal place of work. Where you do not have access to transport, this will be provided for you.

Finally, I would like to remind you that you play a vital role in keeping these buildings open, clean, and fit for use by the public in Dundee, and I would like to express my utmost thanks and appreciation of your commitment to doing so, especially during these difficult times.

Myself, Martin, Jacqui and David hope this communication alleviates some of your concerns and hope that you are reassured regarding the need for cleaning cover at the moment.

If you have any concerns about providing cleaning cover or something which you think would impact your ability to do so, please contact your line manager in the first instance.

If you are not part of a Trade Union and you would like more information on joining you can access it using the following links:

- Unite the Union – [www.unitetheunion.org](http://www.unitetheunion.org)
- GMB Union – [www.gmb.org.uk](http://www.gmb.org.uk)
- Unison Union – [www.unison.org.uk](http://www.unison.org.uk)

Yours sincerely

Signatories

**Gary Conway (Facilities Business Manager)**

**Martin Will (GMB)**

**Jacqui Cushnie (Unite)**

**David Hughes (Unison)**