

Key Worker Guidance

Key worker posts are defined as posts providing essential services to support the vulnerable and aid community resilience.

Category 1: Health and Care workers supporting critical primary and community care provision as well as staff providing childcare/learning for Category 1 staff.

Home Care

Care Home Staff: Managers, Assistant Managers, Care Assistants, Domestic Assistants

Teachers, PSAs

Social Workers and Social Care Officers (Residential Child Care)

Very Sheltered Housing: VSH Officers

Sheltered Housing provision of support

Cleansing Services staff supporting ECS and Category 1 establishments

Drivers supporting H&SCP and NHS

Homelessness: Hostel Assistants, Housing Officers

Waste Collection and Disposal: Technical, Supervisory and Operational personnel involved in Waste Collection and Waste Transfer activities (Tier 4)

Burials personnel (Tier 4)

Category 2: Wider public service workers providing critical welfare services.

Social Workers

Family support Workers

Local Area Co-ordinators in Children's Services

Social Care Officers

Respite Workers

Care Managers for Older People

Joint Equipment Centre (for equipment and support for elderly discharged from hospital)

Environmental Health

Housing staff providing essential visits and repairs

Winter Maintenance: Technical, Supervisory and Operational personnel involved in Winter Maintenance Operations (Tier 4)

Contact Tracers – employees deployed from substantive posts to undertake contact tracing work

Category 3: All workers in the public sector where there would be a significant impact on Scotland if the work is not undertaken.

Street Cleansing: Supervisory and Operational Personnel involved in Litter Bin emptying

Emergency Road and Bridge Repairs: Technical, Supervisory and Operational personnel involved in the management and delivery of response to emergency defects across the road, bridge and lighting network.

Quarry Service: Technical, Supervisory and Operational personnel involved in the production of road maintenance materials necessary for the response to emergency defects across the road and bridge network.

Burial Bookings: Personnel involved in the administrative booking of interments and lair sales

Interment Service: Technical personnel involved in lair identification. Supervisory and Operational personnel involved in lair opening and closing. Operational personnel involved in interment assistance to Funeral Directors.

Excess Death Management: Technical, Supervisory and Operational personnel involved in additional duties associated with the delivery of the Excess Death Operational Plan.

School Catering: Cooks, Assistant Cooks

Vehicle Maintenance including Vehicle/Fleet Management e.g. licence obligations, insurance, RFL

Property Maintenance: Engineering Team (Engineers dealing with reactive heating (failures, gas safety) and Energy Engineers dealing with building controls and financial payments to suppliers (energy suppliers), Cleaners (key properties)

Payroll: Payroll Supervisors, Payroll Assistants

Health & Wellbeing:

Procurement: Supplies critical to oncident

Finance: Payments – to suppliers, pensions, adoption, fostering and kinship for children

ICT: Network connectivity and unified communications

Trading Standards

Animal Welfare

Teachers (not in Hubs)

Gypsy/Traveller Liaison Officer

Tenancy Services Housing Officers (essential support for vulnerable individuals, in rent arrears)

Registrars

Solicitors

Estates Manager and Area Teams - Making space available to critical services (e.g. PPE storage) and the voluntary sector (e.g. emergency foodbanks).

Estates Manager and other Estates officers (going forward) - Supporting tenants affected by the impact of Covid-19 to aid their survival

Asset Management Team Leader - Managing the Council's property resources to support critical services

Essential Work

Employee relations guiding and supporting managers, employees and trade unions on matters connected with the critical incident

Health & Safety related training to support people into critical roles at short notice

Hosted Social Work services e.g. prisons, mental health, etc

Looked After Children away from home

Commercial Development Managers - Contributing to Essential Workstreams as team members