

UNITE THE UNION

at University of Sheffield



UNITE – WINNING FOR WORKERS!

University of Sheffield Unite Branch is working hard to ensure that staff across The University receive full and proper pay for their work, and to ensure that staff can enjoy a safe working environment.

Over the past year, Unite reps at the University of Sheffield have won [hundreds/thousands] of hours of back pay for EFM staff, and have been working diligently to ensure that all staff contracts are consistent with our workers' rights and entitlements.

In 2020, we aim to build on these wins, and to campaign for better pay and conditions across the University, from consultations on a new On-Call System, to scrutiny of existing contracts & Restructures Unite reps are working hard to identify and tackle the issues affecting our members.

RECENT WINS: WHAT HAS THE UNION EVER DONE FOR US?

- **NEW CONTRACTS & BACK PAY FOR STAFF ON AVERAGE CONTRACTS**

Upon review of Average Contracts for staff in Portering, ACS, and Security, Unite reps found that the number of hours worked, in some weeks, exceeded the average hours of the contract. This meant that staff had not been paid at the appropriate rate for all of their hours worked.

Following negotiations between Unite and management, affected workers were given new contracts at the correct rates, and were awarded over £100,000 in back pay.

- **BACK PAY FOR UNPAID OVERTIME:**

Unite reps won back pay for Facilities Assistants who had been pressured to cover shifts with little or no notice, under threat of disciplinary action, on top of their contractual hours.

Unite ensured that all affected workers received overtime payment for all hours worked over contractual hours. Our reps also won a guarantee that future cover shifts during the working week will be both optional, and paid at the appropriate rate

- **HOLIDAY ENTITLEMENTS**

Changes to the rota for facilities assistants, switching from a Holiday-Excluded pattern to a Holiday-Included pattern, has meant that facilities assistants now have a set amount of weeks from which to take their annual leave. Unite reps fought to ensure that under this new system, the Holiday Year will match the University year (Oct 1st – Sept. 31st).

Unite reps also negotiated amendments to the rota for Facilities Assistants to ensure that staff get their full entitlement to annual leave going forward.



ONGOING ISSUES - GET INVOLVED

• **ON-CALL SYSTEM**

Unites reps have won an agreement from management that sign-up to the on-call system will be voluntary. Management have also agreed to accept Unite's wording on transport, guaranteeing on-call staff can take a taxi, and have agreed to split the 7-day rota. We expect an updated proposal in the coming weeks.

• **CONTRACTUAL OVERTIME PAY FOR NIGHT CLEANERS:**

Unite reps are currently investigating whether cleaners working night shifts have been receiving the appropriate rate of pay.

• **10.5-HOUR DAY FACILITY ASSISTANTS' HOLIDAY ENTITLEMENT**

Unite reps are looking into whether Facility Assistants on 10.5-hour contracts have received all of their contractual holiday entitlements. There is a concern that, due to the way the rota was organised, some holiday entitlement may have been lost.

• **12-HOUR ROTATING STAFF (SECURITY & FACILITIES ASSISTANTS)**

Our union reps are in talks with EFM to determine whether all staff working 12-hours on a bank holiday have been given the appropriate amount of time back in lieu.

GET INVOLVED

Unite reps are busy fighting for improvements to your working conditions. We only have a voice when workers come together to organise and effect change. Join Unite now, and get involved.

UNITE – BASIC GUIDE TO RESTRUCTURING

There are ongoing structural reviews across a number of departments at the University, and this restructuring has understandably caused concern among staff members in other departments. Departmental restructures can result in job losses, downgrading, and significant changes to duties and responsibilities.

When management present a proposal for restructuring, workers often believe the consultation period is little more than a formality before management impose their plan. In reality, Unite can, and regularly do, win significant concessions and changes to restructuring proposals. Here's how Unite can help you during a restructure:

- Unite have a collective bargaining agreement with the University of Sheffield, meaning we must be consulted on any restructuring affecting existing employees
- Unite's reps will scrutinise restructuring proposals in detail
- Unite will provide representation for members at both individual and collective consultation meetings
- Unite can seek to negotiate changes to the review

Your Reps

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JOIN UNITE - [UNITETHEUNION.ORG/JOIN](https://unitetheunion.org/join)

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