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Agency Workers Regulations

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What we'll cover:

- New regulations
- New suppliers
- New process
- Q&A





Agency Worker Regulations (AWR)

- Day 1 rights
- 12 week rights
- Effective 1 October 2011
- Not bank workers or self employed





Day 1 rights – access to facilities

- All catering facilities
- Toilets/shower facilities
- Prayer room (Mappin Building)
- Car parking
- Staff common rooms
- Food & drink machines
- USport
- Staff Counselling
- Library (external borrower basis)
- Internal vacancies



What do you need to do?

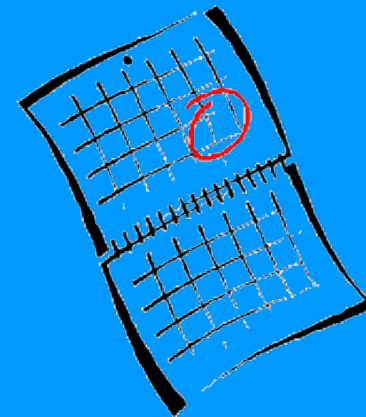
- Direct to agency worker web pages
- Respond to queries
- Facilitate access where requested





After 12 weeks

- Equal treatment including:
 - Pay (+ overtime, shift allowances etc)
 - Annual leave
 - Rest breaks
 - Ante-natal appointments
 - ECAs & increments



How does 12 weeks accrue?

- Not retrospective – starts no earlier than 1 October 2011
- Week = any period of 7 days from start of an engagement, no matter how few hours
- Can be accrued by working through a number of agencies
- Can be accrued by working in a number of different assignments requiring similar skills



What do you need to do?

- Identify correct grade for role
- Any other “normal” terms and conditions
- Inform the agency provider
- Understand risk of costs increasing





Do we really have to comply?

- Financial compensation – min 2 weeks pay/no maximum
- Enforced compliance
- Anti – avoidance: £5,000 fine per case





Where do I find out more?

- Manager's guidance on the web:
<http://www.sheffield.ac.uk/hr/guidance/agencyworker>
- HR Team
- Q&A





New Agency Providers

For all admin, clerical, portering, security, cleaning roles:

- The Agency Search & Select
- Reed
- Stafforce

For other specialist roles:

- Any of the above
- Other specialist providers





How do I get an agency worker?

- Establish a need for the role
 - Explore alternatives, financial approval
- Determine the role
 - Grade, skills, length of assignment etc
- Contact your preferred supplier
 - Provide detailed information





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Any questions?

