

MITIGATING JOB LOSSES – CHALLENGING UNPAID OVERTIME

Just when Unite members and colleagues thought that morale and job insecurity could not get any worse, Lloyds Banking Group makes its third significant job loss announcement in as many weeks – and it is huge!

15,000 job losses – that is 1 in every 8 jobs to go – over the next three years is an incredible and immoral amount.

Following 3 years of integration, members and colleagues are telling Unite that the same amount of work needs to be done – just with less people – so colleagues are concerned and angry that less jobs means more pressure and work.

How Can You Help Reduce That Number?

Whilst Unite is urging the Group to fully rationalise this to colleagues, your Union believes you can help.

Do not work unpaid overtime. The Overtime Policy states that all overtime is paid – there is no facility to work unpaid overtime.

Lloyds Banking Group will have no concept of how much unpaid overtime is worked as there is no method (or desire) to gather this information. Unite believes it would be reasonably easy as the majority of colleagues log on and off systems whilst at work – this will record the length of time colleagues are working. However by receiving overtime payments will certainly focus the Group on jobs, cost-savings and colleagues' wellbeing.

Guidelines on Overtime

Qualifying Period for Overtime

Overtime payments are given to all colleagues in grades A to C. The qualifying period for overtime payment is 15 minutes per day. This includes the full day and not just after work. Working overtime must be authorised before working to be entitled to payment – so **always** get authority or do not work.

For those in grades D and above, full-time contracts are 35 hours and colleagues should aspire to this. Bearing in mind that the Strategic Review is looking to flatten the management structures, working your contracted hours may mean better job security.

What is Classed as Overtime

Overtime calculations should always take cognisance of early starts, working part/all of your lunch hour as well as at the end of the day. Therefore if you begin work 15 minutes early, 10 minutes of your lunch and then an extra half hour at close of business, your overtime for the day is 50 minutes which will qualify you to an overtime payment of 45 minutes as overtime is paid in blocks of 15 minutes or TOIL. This includes looking for cash differences.

Being Asked to Work Overtime

First establish if the overtime will be paid or that you will get time off in lieu. If neither, you are not required to work overtime.

Reasonable Notice to Work Overtime

Your manager should give you at least 24 hours notice to request you work overtime – this can be less in exceptional circumstances. Exceptional circumstances are something out of the ordinary and cannot be a regular occurrence.

Reasonable Amount of Overtime

The vast majority of UK contracts of employment have a requirement to work a reasonable amount of overtime. Unite would suggest that 'reasonable' would depend on the individual but would argue that working overtime on a daily basis would not be deemed reasonable.

No Budget for Overtime

With the cost-saving announcement, Unite is hearing from numerous areas that they are being told there is now no budget for overtime. Unite will support colleagues and managers who have been put in this position. If the Group needs colleagues to work additional hours, they need to pay for this.

Impact on Balanced Scorecards – Not a Team Player?

Unite has heard anecdotally that colleagues are being told that they will be marked down on their End of Year appraisal as not being a team player if they do not work paid or unpaid overtime. This is unacceptable. All appraisals should be considered on what is achieved during contracted hours and not by the ability to work overtime. Statements like this could be construed as discriminatory as it is more likely that women and reduced hours colleagues would have less opportunity to work overtime due to caring responsibilities.

Unacceptable Behaviours

Unite would encourage all members to let us know if colleagues are expected to work overtime and are either refused payment or TOIL or are regularly bundled out the door minutes before the end of the qualifying period (eg 10 minutes) as this is unacceptable. Unite will not tolerate colleagues being subjected to this type of exploitation.

Remember – there is no facility within Lloyds Banking Group to work unpaid overtime – demand that your extra hours receive the appropriate recognition.

By not working additional hours unpaid you could be protecting your Job Security, Livelihood and your future.

If you wish to discuss any of the above or wish to get involved, you can do so by:

- Contacting your local rep – details at www.unitetheunion.org/lloyds
- Calling the Unite LBG helpline on 08081449595
- Emailing LBG.Support@unitetheunion.org

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