

Unit 1.4- People in enterprise

1st Year, Term 4, AQA 4130 500/4508/8

Intended for Unit 1.4 of the AQA 4130 specification with a Qualification Accreditation Number of 500/4508/8. The course outline is shown in [Appendix A](#).

Employment, Human Resources and People Management

Permanent employment

Permanent employees have no end date for their employment. Employment normally ceases when they choose to quit or are fired/made redundant.

Advantages

- Permanent employees might be more familiar with the business
- They might feel more valued, making them more motivated
- Secure pool of workers

Disadvantages

- No opportunities for career development
- Limited earning potential for employees, if the employer is too restrictive
- Less job security, because of mergers, buyouts¹ or downsizing

Temporary employment

Temporary employment has a set end date, however it can cease at any time, due to redundancy, the employee being fired or quitting.

Advantages

- They bring in a fresh perspective
- They can fill in a position while you're looking for a permanent employee

¹ The purchase of a controlling share in a company.

- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity
- race;
- religion or belief;
- sex;
- sexual orientation.

It has replaced other Acts of Parliament/Legislation that ensure employees are protected against discrimination, such as the Sex Discrimination Act 1975, which has been repealed in full by the **Equality Act 2010 c.15, Part 2, Chapter 1, Sections 4 and 11**

National Minimum Wage

The Government requires employers to pay their employees a minimum set sum of money, based on their age. This rate normally changes at the start of every fiscal year. The minimum wage as of April 2017 is as follows:⁶

For people aged 25 and over- £7.50

For people aged 21 to 24- £7.55

For people aged 18 to 20- £5.60

For people aged under 18- £4.25

For apprentices- £3.50

Maternity Leave

Statutory Maternity Leave

Eligible employees can take up to 52 weeks' maternity leave. The first 26 weeks is known as 'Ordinary Maternity Leave', the last 26 weeks as 'Additional Maternity Leave'.

The earliest that leave can be taken is 11 weeks before the expected week of childbirth, unless the baby is born early.

Employees must take at least 2 weeks after the birth (or 4 weeks if they're a factory worker).

⁶ Subject to change. Data valid as of 27 May 2017. Amounts shown in Great British Pound Sterling.

Statutory Maternity Pay (SMP)

SMP for eligible employees can be paid for up to 39 weeks, usually as follows:

the first 6 weeks: 90% of their average weekly earnings (AWE) before tax

the remaining 33 weeks: £140.98 or 90% of their AWE (whichever is lower)

Tax and National Insurance need to be deducted.

Working time directive

The Working Time Regulations (1998) implement the European Working Time Directive into GB law. It grants employees the rights to:

- a limit of a limit of an average 48 hours a week on the hours a worker can be required to work, though individuals may choose to work longer by "opting out".
- paid annual leave of 5.6 weeks' a year.
- 11 consecutive hours' rest in any 24-hour period.

All employers in the UK must fully comply with the Working Time Directive.

Health and Safety

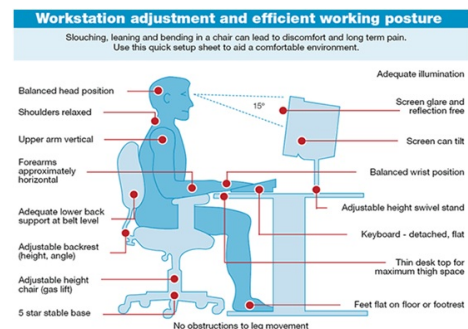
The Health and Safety at Work etc Act 1974 is the main Act of Parliament/Piece of legislation that addresses employees' health and safety. As stated in c.37, Part I, General Duties Section 2(1), **It shall be the duty of every employer to ensure, so far as is reasonably practicable, the health, safety and welfare at work of all his employees.**

VDUs and DSEs

VDU stands for Visual Display Unit. It is another term for monitor or screen, but may also refer to a projector or other type of display. They were added to the Health and Safety At Work 1974 in 1992. They could pose a risk to one's vision (causing vision impairment), a risk of electrocution, RSI (Repetitive Strain Injury), if they malfunction, they could burn someone. DSE stands for Display Screen Equipment.

Legislation

If businesses have DSE users, they must:



⁷ Act of parliament in [Appendix C](#)