

# HR NEWS

## HRx - Helping clients weather the storm in the South

In the past 6 months HRx has been helping many businesses across the South East to reduce operating costs during this difficult period through various methods such as the introduction of temporary short time working and company wide pay cuts through to performing compulsory redundancies after analysing company structures and job descriptions to identify and eliminate waste.

As companies continue to ride the economic storm HRx is on hand to demonstrate how your business can continue developing and investing in your workforce without the need for financial commitment.

After the repeal of the Statutory Discipline and Grievance Procedures which was replaced by the ACAS Code of Practice on Discipline and Grievance on 6th April we are now left with a far less prescriptive procedure which allows employers to have more autonomy when deciding what punishment they believe fits which crime rather than following the 'first offence equals verbal warning, second offence equals first written warning etc.

The investigation element of the procedure holds more weight under the new Code and employers must ensure that the facts have been collected and verified in a fair and consistent manner prior to inviting the employee to a discipline hearing.

You are still expected to follow certain processes to ensure the fairness of the procedure e.g. invitation to disciplinary hearing, right to be accompanied, right to appeal etc.

Legislation regarding employment continues to change and employers must keep on top of these new procedures if they are to remain protected from tribunal claims against them.

Other changes to be aware of relate to the increase in statutory holiday, the increase in Statutory Payments such as redundancy (capped at £350 per week) and maternity pay (increased to £112.00 per week) and employees with a dependant under 18 years old can now request flexible working and employers are legally required to seriously consider the request and follow set procedures.

HRx can review your current contracts of employment and related policies and procedures to ensure you are compliant with current legislation. Any policies or procedure that you would like to introduce will be created by HRx and tailored to you specific culture and requirements.

Looking to the future the Equality Bill has also finally been published by the Government and controversially one of the intentions is to force employers with over 250 staff to disclose their salaries to ensure fairness among both men and woman. It also means that contract clauses which state employees are not permitted to discuss their salaries among their colleagues will no longer be permitted.



Human Resource Solutions

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Continued...

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Many employers have implemented a training freeze to cut costs and are ignoring appraisal dates as they feel they have 'more important' things to do, however it is during times such as these that staff development is critical.

HRx will review and where necessary create a performance management system where you are able to identify who requires development and who has the skills and the desire to be part of the in-house training delivery team.

Employers must appreciate that the majority of employees enjoy variety and new challenges in their jobs, if you couple this with recognition and reward when a task is performed well and you have the ingredients for a committed and focussed workforce with which to weather the storm and emerge on the other side.

HRx is a complete human resource support service. We create bespoke solutions and can work with you on any HR situation where you require guidance and support.

In addition to the aforementioned Performance Management techniques HRx can assist you with a number of HR issues relating from, discipline and grievance issues, absence management, employee entitlements such as maternity leave, flexible working requests, time off to deal with dependants etc.

HRx can also help with implementing short time working, negotiating salary reductions and, as a last resort, conducting the complex redundancy process.

HRx will provide all supporting documentation to enable all HR situations to be administered correctly however, unlike many of our counterparts HRx will not issue standard template documents for our clients to complete unassisted.

An incorrectly worded termination letter could result in a costly discrimination claim and therefore we are able to be as involved with a process as our clients wish, often managing the entire issue to ensure the matter is dealt with quickly and correctly whilst protecting the business at all times.

HRx do not charge clients monthly fees when our services are not being used and all projects (including fees) are outlined and agreed before commencement. We believe in the quality of our service and trust that clients will always return to us for future HR issues therefore, we do not feel it necessary to tie clients into a service contract.

If you would like to discuss the services offered or if you wish to discuss a particular situation that you feel we may be able to assist you with, please contact our team of consultants on **08701 454436**, or email us at [info@hrxlimited.com](mailto:info@hrxlimited.com).



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