

UNLOCK HR SUCCESS IN 2024: ENSURE LEGAL COMPLIANCE WITH OUR HR SOLUTIONS

WHAT'S INCLUDED IN OUR OFFER:

Fully Customised Employment Contract:

Our HR experts will provide you with a meticulously tailored Employment Contract that ensures legal compliance and aligns with your organisation's specific requirements.

Comprehensive Employee Handbook:

Stay ahead of employment legislation with a detailed Employee Handbook, specifically tailored to your unique organisation.

Personal Consultation Meeting:

Benefit from an in-depth, one-hour online consultation with a senior HR and Employment Law Consultant. We'll work with you to ensure your documentation aligns perfectly with your organisation's needs.

Bespoke Video Guidance:

Receive personalised guidance on rolling out your contract and handbook to your workforce via a customised video recording from our HR experts.



THE BENEFITS OF OUR OFFER:

Legal Protection:

Minimise legal risks and protect your organisation from costly disputes and penalties.

Clarity for Employees:

Provide your team with clear guidelines and expectations, fostering a harmonious work environment.

Attract and Retain Top Talent:

Become an employer of choice, a key factor in attracting and retaining the best talent in your industry. Our bespoke documentation enhances your workplace culture.

Stay Ahead of the Curve:

Keep your HR department fully prepared for the challenges of 2024 and beyond with up-to-date employment contracts and handbooks.

Pricing:

Euro Offer Price: €995 ex Vat
(Normal Price €1415 ex Vat) – Save 30% - Sterling Offer Price: £850 ex Vat
(Normal Price €1220 ex Vat) – Save 30%

Pay only 50% upfront. The remainder is due upon completion of your customised documents.



NAVIGATING NEW WATERS: UNDERSTANDING THE IMPACT OF RECENT UK EMPLOYMENT LAW REFORMS FOR BUSINESS OWNERS

As business owners, staying ahead of the latest legislative changes is crucial to ensure compliance and foster a healthy workplace. The UK government's recent response to consultations on reforms to retained EU laws and the recalibration of annual leave entitlements for part-year and irregular-hours workers and other legislation is significant.

This article, prepared by the HR experts at HR Team, provides insights and guidance to help you stay compliant and informed about the latest employment legislation changes in the UK.

Rolling With Rolled-Up Holiday Pay

- **What's New:** Rolled-up holiday pay is making a comeback but is explicitly tailored for irregular hours and part-year workers. This pay must now be calculated based on total earnings in the pay period.
- **Impact on Your Business:** If your workforce includes zero-hour or part-year employees, you'll need to adjust your payroll processes. This approach ensures that these workers receive fair holiday pay proportional to their earnings, promoting a more equitable workplace.

Calculating Leave for Flexible Workers

- **What's Changed:** Annual leave for irregular hours and part-year workers will now be determined using an accrual method, calculated at 12.07% of hours worked per pay period. This move overturns the previous Harpur Trust v Brazel decision.
- **Business Implications:** This change demands a shift in how you calculate leave for certain employees. It's a move towards a more transparent and fair system, ensuring leave is proportionate to actual hours worked. This might mean updating your HR systems to accommodate these calculations.

Defining the Workforce

- **The Update:** The terms "irregular hours worker" and "part-year worker" are now legally

defined. This clarity will also apply to agency workers fitting these definitions.

- **For Your Business:** Clarity in definition means easier categorisation of your workforce. This helps in applying the correct leave entitlement rules, reducing the risk of legal complications.

Leave Accrual and Carry Over

- **New Developments:** The EU law on carrying over annual leave during maternity/family leave or sick leave is retained, protecting employee rights. A method for accruing annual leave during these periods for irregular workers is also introduced.
- **Your Action Plan:** Ensure your HR policies are current with these provisions. It's about respecting employee rights while maintaining clear records and procedures.

The End of COVID-Related Provisions

- **What to Know:** The emergency annual leave rules from 2020 are being phased out. From January 2024, standard rules resume, with a carry-over of 1.6 weeks allowed with a written agreement.
- **Adapting Your Business:** Prepare to transition back to pre-pandemic leave policies. Ensure any accrued 'Covid carry over leave' is managed appropriately by the March 2024 deadline.

Record Keeping Simplified

- **Change in Practice:** Employers only need to keep records of weekly, not daily, working time, overturning a previous ECJ decision.
- **Impact on Operations:** This simplifies your record-keeping obligations, allowing for more

streamlined processes and potentially reducing administrative burdens.

TUPE Simplified for Small Businesses

- **What's Different:** Smaller organisations can now consult directly with employees in a TUPE transfer scenario, bypassing the need for elected representatives, though this remains an option.
- **Strategy for Small Businesses:** This change offers more flexibility and potentially faster processes in employee consultation during transfers, especially for smaller enterprises.

Staying Ahead in a Changing Landscape

These legislative updates signify a shift towards greater clarity and fairness in employment law, particularly for those in flexible working arrangements.

As a business owner, adapting to these changes ensures legal compliance and reflects a commitment to a fair and transparent workplace culture. Keep your HR policies updated and seek professional advice to navigate these changes smoothly.

HR Team's consultants become your invaluable asset. With a deep understanding of the latest reforms, from rolled-up holiday pay to adjustments in leave calculations, our experts tailor HR consultancy that fits your business needs. We don't just offer advice; we provide a roadmap for seamless integration of these changes into your existing practices, ensuring minimal disruption and maximum benefit.

[Contact HR Team](#) today to make these changes work for you.

EMPLOYMENT LAWS CHANGES ORGANISATIONS SHOULD BE AWARE OF

In light of the subtle shelving of the Employment Bill last year, the government has maintained its commitment to introducing a series of employment law reforms. These reforms come in various shapes and are progressing at different paces, making it challenging to stay well-informed.

This article provides a concise overview of the multiple legislation and guidelines currently in the pipeline, along with the latest updates on their status.



PREGNANCY AND FAMILY LEAVE ACT 2023



This forthcoming employment law change substantially expands protections for pregnant employees and those re-entering the workforce after family leave. It covers employees from the moment they announce their pregnancy and extends for 18 months post-childbirth, ensuring a minimum of six months of redundancy protection for those returning from maternity, adoption, or shared parental leave.

For employers, this change necessitates focusing on extended employee protections and accommodating pregnant and returning employees. They must update policies, provide support, maintain accurate records, and ensure legal compliance.

LEAVE AND PAY ACT 2023

This recently passed Act provides eligible employees with a vital benefit, allowing them to take up to 12 weeks of paid leave when their newborn is admitted to neonatal care. This leave is granted in addition to existing entitlements like maternity or paternity leave. With Royal Assent received on May 24, 2023, this law is set to be enforced starting in April 2025.

This newly passed Act signifies a forthcoming change in parental leave entitlements for employers. They will need to accommodate employees who require



up to 12 weeks of paid leave when their newborns are in neonatal care, in addition to existing maternity or paternity leave.

This Act requires that employers update their policies and support affected employees. While posing a potential challenge in workforce management, it reflects a more compassionate and family-friendly work environment.

ALLOCATION OF TIPS ACT 2023

The Act is a significant win for workers as it guarantees that tips, gratuities, and service charges paid by customers will be rightfully allocated to employees. Having received Royal Assent on May 2, 2023, and due to be brought into force most likely in 2024.

This legislation underscores the commitment to fair compensation practices and ensures workers receive their share of customer-generated earnings. Reinforcing their financial security and well-being in the service industry.



For employers, this Act presents a shift in the treatment of tips and gratuities. It mandates the rightful allocation of customer payments to employees. Employers must adapt their practices to comply with the law, which enhances worker financial security and promotes fairness in compensation within the service industry.

EMPLOYMENT LAWS CHANGES ORGANISATIONS SHOULD BE AWARE OF

EMPLOYMENT RELATIONS (FLEXIBLE WORKING) BILL

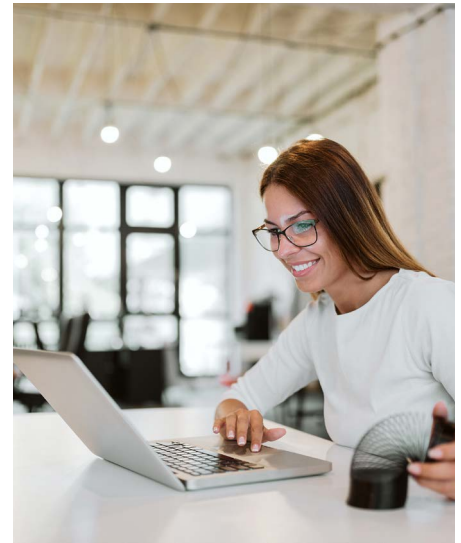
The [Employment Relations \(Flexible Working\) bill](#) has received Royal Assent, meaning employees will have more flexibility over where and when they work from 2024. Workers will benefit from the new measures in the Act when the legislation comes into force, including:

- There is a new requirement for employers to consult with employees before rejecting their flexible working request
- Employees will be permitted to make two statutory requests in any 12-month period. At present employees can make one request
- Employer must respond to requests

within a shorter timeframe. The current timeframe is 3 months and this will reduce to two months

- Employees will no longer have to explain what effect, if any, the change they have applied for would have on the employer and how the employer could deal with this effect

For employers, this presents potential changes in employment rights. Once enacted employees will have the right to request flexible working from their first day. This would bypass the current 26-week qualifying period. Employers should prepare for increased flexibility and update HR policies and practices accordingly.



MISCARRIAGE LEAVE BILL 2023

The Bill proposes to implement a statutory right to three days' paid leave for both parents who have experienced the loss of a pregnancy at any stage before 24 weeks.

If the Bill is successful, any legislation is unlikely to be introduced before mid-2024 at the earliest.

For employers, this Bill elevates the need for compassionate support during challenging times for employees. It is recommended that employers review existing policies and provide training for line managers on how to support employees.



WORKERS (PREDICTABLE TERMS AND CONDITIONS) ACT 2023

This was given Royal Assent in September 2023. Under this new legislation all employees, which includes those on zero-hours contracts, will have the legal right to request a predictable working pattern. Employees will have the right to make a formal request to change their working pattern to make it more predictable if their current work pattern lacks certainty. A lack of certainty would be in relation to their hours of work, times they work or if it is a fixed term contract for less than 12 months.

The following criteria is expected:

- Employers will have to notify the employee of their decision within one

month of the request.

- Refusal is permitted provided it is on one of the prescribed grounds, which will be the same grounds for refusing a flexible working request.
- Although not confirmed it is anticipated that 26 weeks' service will be needed before a request can be made

This new legislation is expected to be introduced before September 2024. Employers should take action now to review their terms and conditions of employment to ensure that any zero hours contracts or any contracts that lack certainty are reviewed in advance of the legislation being enacted.

HOW CAN WE HELP?

HR Team provides extensive employment law compliance solutions tailored to enterprises initiating their presence or transferring operations within Ireland or the UK.

Our adept [HR consultants](#) offer personalised resolutions for employment law and health and safety

adherence, along with customised human resources packages to optimise your efficiency. Whether you require outsourced HR management or an expansion of your internal HR department, we are here to assist. [Reach out today](#) to safeguard your organisation's achievements.

EMPLOYMENT LAWS CHANGES ORGANISATIONS SHOULD BE AWARE OF

NEONATAL CARE LEAVE ACT – WHAT EMPLOYERS NEED TO KNOW

By April 2025 or even sooner, specific regions in the United Kingdom are poised to witness the implementation of the [Neonatal Care Leave Act](#). This legislation will provide employees with up to 12 weeks' paid leave if their child (aged under 28 days or under) requires a hospital stay of over seven days.

Under this act, both parents will be eligible to receive an extended period of up to 12 weeks of additional leave to care for and visit their newborns.

With impending changes expected in April 2025, it is essential for businesses to proactively prepare for the adoption of the Neonatal Care Leave Act. This readiness encompasses various aspects, from ensuring payroll compliance to revising company policies. The objective is to guarantee that employees are adequately supported during this transition and that operational processes can continue seamlessly.

DURATION AND PAY

NEONATAL CARE LEAVE

The entitlement to neonatal care leave, similar to maternity leave, is granted from the start of an individual's employment. Eligible employees can take up to 12 weeks of continuous leave. This leave can be taken as a single continuous block or multiple weeks and may be utilised after any applicable maternity or paternity leave period.

- During neonatal care leave, eligible employees are expected to:
- Maintain their employment terms and conditions (except for remuneration) that would have applied had they not been on leave.

They are also obliged to uphold any relevant work-related commitments.

- Retain the right to return to a job of a specific nature.
- Enjoy the same legal protection as parents who exercise other family-friendly entitlements, meaning they should not face any adverse treatment or discrimination for taking or expressing the intention to take neonatal care leave.

The specific notice requirements for neonatal care leave are yet to be determined.

PAY FOR NEONATAL CARE LEAVE

Eligible employees must meet specific employment criteria to qualify for neonatal care benefits, like other statutory family-related payments. They need to have maintained continuous employment for 26 weeks, concluding in the week just before the commencement of neonatal care. In addition, they should have received

regular weekly earnings for the preceding eight weeks, and these earnings must not fall below the prevailing lower earnings limit, which remains at £123, consistent with the threshold set on 6 April 2023 and unchanged from the previous threshold of £123 established on 6 April 2022.

ELIGIBILITY CRITERIA

These rights will be accessible to parents and those with caregiving responsibility or a familial connection to infants admitted to the hospital within the first 28 days of the child's life. To qualify for these rights, the child must undergo an uninterrupted hospital stay of at least seven full days.

The term 'Neonatal Care' encompasses medical or palliative care initiated within the initial 28 days following the child's birth, commencing from the day following the birth date.

A secondary legislation is necessary to implement the criteria, but the stipulations are anticipated to resemble the conditions established for other family-friendly entitlements closely.

WHAT DOES THIS MEAN FOR HR?

Secondary regulations will furnish crucial specifics concerning aspects like the qualifications for eligibility and the prerequisites for giving notice. The government intends to operate the act within 18 months following royal approval. Until then, employers should maintain a reasonable approach when employees have a newborn in specialised neonatal care. Nevertheless, when secondary legislation is ratified, employers must promptly review their employee handbooks and contemplate offering additional training to managers for effectively handling neonatal care leave and compensation matters.

HOW CAN WE HELP

HR Team's specialisation is providing comprehensive employment law compliance packages for businesses establishing themselves or relocating within Ireland or the UK.

Our team of highly skilled HR consultants offers custom solutions for employment law and health and safety compliance and personalised human resources packages to enhance your performance.

Whether you need an outsourced HR management team or an extension of your in-house HR function, we've got you covered. [Contact us today](#) and secure your organisation's success.



MARTINA'S EMPLOYMENT LAW FACTS

THE NATIONAL LIVING WAGE INCREASE



It is the largest ever increase and will take the NLW from £10.42 to £11.44 an hour. Eligibility for the NLW will also be extended by reducing the age threshold to 21-year-olds for the first time. They will get a 12.4% increase, from £10.18 this year to £11.44 in 2024.

National Minimum Wage rates for younger workers will also increase, as 18-20-year-olds see a £1.11 increase to £8.60 per hour.

21+yrs
£11.44

18-20yrs
£8.60

BREDA'S EMPLOYMENT LAW TIPS

Employers should be getting ready for 2024, in both the UK and Ireland there has been a significant amount of new legislation introduced in 2023 and expected in 2024. In order to ensure they are compliant employers should:

- > Review existing policies to ensure they are compliant
- > Draft and introduce new policies to reflect the introduction of new legislation
- > Be prepared for the increases to the minimum wage
- > Be prepared for questions from employees who earn above the minimum wage requesting that their wage is also increased



HR DOCS SOFTWARE DELIVERS 'COMPLIANCE AT A CLICK'

Employers can now ensure employment law compliance more efficiently and cost-effectively than ever before, thanks to new HR software hrdocsonline.com.

HR Docs is a full library of template documents created by experts at leading UK and Ireland human resources and employment law consultancy, HR Team.

hrdocsonline.com makes human resources best practice easy and affordable by providing instant access for employers to all the professional HR template documentation they'll ever need to achieve employment law compliance in NI, GB or the ROI.

Users of the software can quickly download template letters, policies, scripts, expert explainer guides, and more to handle any given workplace scenario.

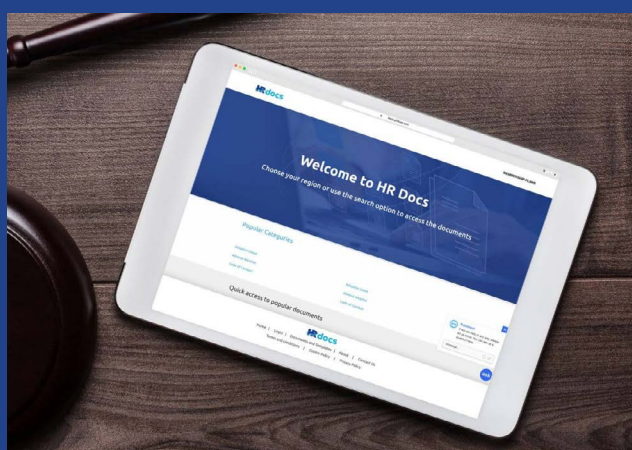
Once the templates are downloaded, staff and organisational details can

be easily added so that employers are assured they are creating professional and fully compliant documents without the need for immediate HR consultancy or additional expert advice.

Martina McAuley, HR Team Director, says hrdocsonline.com is designed to drive efficiency in HR management for employers and managers in organisations of all sizes by allowing them "to act quickly and compliantly" when dealing with employee issues.

"HR Docs software has automated the process of day to day HR management by allowing employers and managers to simply login, and instantly locate and download template letters, policies, scripts, and much more, when they need them.

"The full library of template documents has been



“The library is constantly updated to ensure it contains only the most up-to-date and legally watertight documentation.”

meticulously compiled by highly experienced employment law and HR professionals at HR Team. The library is constantly updated to ensure it contains only the most up-to-date and legally watertight documentation. This will not only save only time and money for employers, but also provide peace of mind that any documentation issued to employees is protecting their organisation against costly tribunals.”

Ms McAuley revealed that hrdocsonline.com is the first of two human resources software tools to

be launched by HR Team, which has its headquarters in Derry- Londonderry.

“We are currently in the final testing phase of HR Leave Hub, a comprehensive leave management tool designed to make managing leave super simple for employers. Many of our clients are very excited about this new software which we plan to launch in early 2023.”

[Hrdocsonline.com](https://hrdocsonline.com) offers a 'Try Before You Buy' option by providing access to your first 5 documents absolutely free. For more information visit





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