



Employment Legislation Update - 2022

Please find below Employment Law changes effective from April 2022:

• **National Minimum Wage**

On 1 April 2022 the National Minimum Wage will increase as follows:

<u>Age Group</u>	<u>April 2021</u>	<u>April 2022</u>
National Living Wage 23+	£ 8.91	£ 9.50
National Minimum Wage (21-22)	£ 8.36	£ 9.18
National Minimum Wage (18-20)	£ 6.56	£ 6.83
National Minimum Wage (16-17)	£ 4.62	£ 4.81
National Minimum Wage (Apprentice)	£ 4.30	£ 4.81

• **Statutory Maternity, Paternity, Adoption, Shared Parental Pay, Parental Bereavement Pay**

On 3 April 2022 the weekly rate for Statutory Maternity, Paternity, Adoption, Shared Parental Pay and Parental Bereavement Pay will increase as follows:

	<u>2021-2022</u>	<u>2022-2023</u>
Earnings Threshold	£ 120.00	£ 123.00
Statutory Pay	£ 151.97	£ 156.66

• **Statutory Sick Pay**

On 6 April 2022 the weekly rate for Statutory Sick Pay increased as follows:

	<u>2021-2022</u>	<u>2022-2023</u>
Earnings Threshold	£ 120.00	£ 123.00
Standard SSP Rate	£ 96.35	£ 99.35

• **National Insurance Contributions Increase**

From 6 April 2022 to 5 April 2023 National Insurance contributions will increase by 1.25%. This will be spent on the NHS and social care in the UK.

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Hybrid Working

Hybrid working is a type of flexible working where an Employee splits their time between the workplace and remote working. Working from home is the most common way of working remotely. For Employers who can accommodate Employees working flexibly between locations, hybrid working can offer benefits to the Employer and Employee.



There is a rising interest among individuals for blended ways of working, offering hybrid working could be key in attracting new talent. Hybrid working can also benefit Employees through helping them to achieve greater work-life balance, reducing the costs of commuting and providing autonomy about how and where they work.

Employers could benefit from increased productivity, increased Employee engagement and motivation. Hybrid working can deliver the benefits of remote working whilst still allowing for the social and collaborative advantages of working together with colleagues in the workplace.

It is important to recognise that hybrid working may not work well for everyone. There may be certain roles or tasks that require Employees to be co-located (i.e. working in the same physical location as colleagues) in order to be carried out effectively and individuals who do not want to work remotely for personal or work-based reasons.

Managers have a significant role to play in the transition to hybrid work as well as its future success. Leading and managing hybrid teams requires an adaptation of approach. For example:

- Agreeing principles for hybrid working at a team level, in line with any organisational policies and procedures.
- Working in partnership with Employees to identify the most effective way of undertaking hybrid work.
- Discussing and agreeing ways of communicating within a team including hybrid workers. This should include identifying appropriate technology for communicating, how to ensure effective knowledge sharing and how and where to meet.
- Determining how hybrid working will take place in practice, including the level of autonomy Employees have to decide when and where to undertake their work. This could include introducing rotas or managing schedules to suit the nature of the work.
- Ensuring that every Employee has clear objectives and understands how their performance will be assessed and measured. Note that when performance cannot be easily observed, there may need to be particular reliance on metrics, outcomes and results.



Bank Holidays



15 April 2022 - Good Friday

18 April 2022 - Easter Monday

2 May 2022 - Early May Bank Holiday

2 June 2022 - Spring Bank Holiday

3 June 2022 - Platinum Jubilee Bank Holiday



Managers Health & Safety Responsibilities



Employers have a legal duty to put in place suitable arrangements to manage Health and Safety. It should be part of the everyday process of running the Company and an integral part of workplace behaviours and attitudes. It is important to show Employees that Managers take Health and Safety in the workplace seriously and instil a positive Health and Safety culture.

Carrying out Risk Assessments

Effective Leaders and Line Managers should be aware of the risks the Company face and take action to control them. You should consider the below when assessing the risk to the Company:

- Nature and level of the risks faced by your Organisation.
- Likelihood of adverse effects occurring and the level of disruption.
- Costs associated with each type of risk.
- Effectiveness of the controls in place to manage those risks.



Understand the importance of Personal Protective Equipment (PPE)

Ensure all Employees are aware of the benefits of PPE and that they receive adequate PPE. You should also frequently check PPE for wear and tear.

Ensure you know the procedure for reporting accidents

Make sure all employees are aware of the correct reporting procedure and ensure that they know how to properly report accidents. Any accident reported by an Employee should be investigated following the Company procedure.



Training

Managers are responsible for ensuring that their Employees are competent in their role. This will include ensuring that they have sufficient training, information and supervision to carry out their role safely.

Job Roles & Descriptions

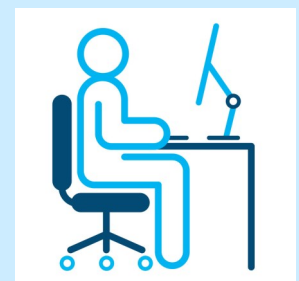
Managers should ensure that Job Descriptions for employees are current and that they understand their job roles.

DSE Assessments in the Workplace

Prolonged use of computer workstations and display screen equipment (DSE) can lead to neck, shoulder, back or arm pain, along with fatigue and temporary eye pain.

Employers must ensure Employees:

- Complete a DSE workstation assessment annually or if their work area/circumstances change.
- Reduce risks, including making sure workers take breaks from when using a monitor continuously.
- Provide training and information for Employees.





Vision Support Trading Disability Confident Employer (Level 2)



We would like to congratulate Vision Support Trading on successfully achieving The Disability Confident Employer Level 2 certificate. Disability Confident organisations play a leading role in changing attitudes for the better.

The purpose of the scheme is to support Employers to make the most of the talents disabled people can bring to the workplace. The scheme can help customers and other businesses to identify those Employers who are committed to equality in the workplace which can result in recruiting and retaining great people.

**For further information please contact Vision Support Trading
on 01244 651 900 or visit their website at www.vstrading.co.uk**

Horizon Shutters



Horizon Shutters was established in 2011 and are a family owned and operated business. Horizon Shutters have more than 10 years experience in the interior plantation shutter market.

Horizon Shutters cover Merseyside, Lancashire, Wirral, Manchester and North Wales areas, however can cover other areas on request.

The Company philosophy is to provide a quality product and service at a reasonable price, with a five year product warranty. Customers receive expert, honest advice and enquiries are dealt with professionally from initial contact through to final installation.

**For further information please contact :
Horizon Shutters on 01744 520711 or visit their website www.horizonshuttersuk.co.uk**

SaySomethingin



SaySomethingin comprises of a team of language lovers searching for better and faster ways to get people speaking. High Intensity Language Training is a new approach to language acquisition that focuses on working in bursts of intense effort.

The Company's method is based on forcing your brain to create and retain memories, which is what turns you into a Welsh speaker, it is tough and challenging, but it works. A new set of tasks and challenges is set every week, you complete them when and where you want, and you improve every single week.

Also, you get the chance to use your new Welsh in a group video with a live tutor, which brings the language to life for you.

For further information please visit their website at www.saysomethingin.com