

The Good Work Plan



HELPING YOU LEAD THE WAY

With more than forty years combined experience working in HR across the private and public sector, we are experts in our field and not only that, we have a genuine passion for it.

We offer advice and guidance on everything from recruitment to dismissals, and anything in between. Nothing makes us happier than seeing a business succeed.

The key ingredients to your success include exceptional leadership and a style of people management which will both motivate and engage your staff. Danton HR will work with you on delivering simple, workable solutions to your challenges. Cutting out the jargon, we will provide you with straightforward, comprehensive advice and practical steps to get started on right away.

Get in touch today and see how we can help you lead the way.

The Danton Team



The Good Work Plan

Following the publication of the Good Work Plan in December 2018, the Government introduced the Employment Rights (Miscellaneous Amendments) Regulations 2019, which came into force in April 2020.

The Good Work Plan highlights the need for workers to have a voice and documents how high levels of employee engagement can improve organisational performance and boost productivity.

What does this mean to you and your business?

We discussed the new employment law changes and what it means to you and your business in our article:

["New Employment Law Changes and What it Really Means"](#)



Step 1: Policy and Training

Some of the Key changes that we outline include:

- For the first time ever, your 'workers' will be entitled to a statement of main terms – This includes casual workers and people on zero hours contracts.
- You must give the employee/worker their statement of main terms no later than the time they commence working for you.
- The statement of main terms must contain certain items such as place of work, normal hours of work, annual leave entitlement etc.
- Several new pieces of information will be needed in the statement of main terms, including whether normal hours of work vary; all types of paid leave you offer; all remuneration and benefits the employee receives.
- You will need to work out their average holiday entitlement over 52 weeks instead of 12. This could mean higher holiday pay rates for some workers.

How Can you Protect your Business?

We've put together a reference guide of contracts and policies that will protect your business in light of the new changes:

All employees need a written contract

Give all employees a written statement of terms on or before their start date - it's their legal right. It must by law contain certain pieces of information about their employment.



Choose the right contracts for your needs

Choose the right contract for your needs - if in doubt ask the experts. It will save you time and money in the long run. Fixed term, zero hours, apprentice, casual, part time, permanent. Contractual and statutory entitlements differ depending on the contract that you use, so its important to understand how each one works.

Don't make your contracts too long

Extra information can be included in the employee handbook and should contain company information, rules and expectations. The handbook should include additional policies such as absence and data protection etc.

Use policies for company rules on specific topics

Implement separate policies to protect your business, such as:

- Social networking policy set rules on employees identifying the workplace or sharing any work-related information on their social media profiles.
- Disciplinary procedures
- Equality and diversity policy: demonstrate zero tolerance on discrimination by or against anyone in your business.
- Alcohol and drugs policy: outline unacceptable behaviour and any company testing procedures.

Be clear and specific

Clarity of language is important, especially when considering clauses that allow for deductions from pay. Vague contractual terms may not give you the grounding you need to enforce rules. The clearer, the better.

Regular reviews

Keep your contracts and policies up to date to reflect changes in law and changes in your practices. You don't want to be caught out when trying to discipline an employee by referring to an alleged policy breach and finding your policy doesn't cover it.

Important: Your staff need to see the paperwork! When you implement a policy, make sure your employees know about it and have the chance to read it. If employees don't know the rules, its difficult to show that they have broken them.

How we can help your business

This is a complex area and one that may require specialist HR support. Our HR Consultants are here to help take the headache away so you can focus on your core business. Whether its high level or detailed advice, get in touch.

Call us today on 01527 306 760.

Useful Links

A copy of the Good Work Plan can be found here: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/766187/good-work-plan-printready.pdf



Call Danton HR today

We provide outsourced HR solutions to businesses who don't have in house HR support, acting as their virtual HR partner and taking the lead on the full range of HR management and administration issues, including:

- People strategy and implementation
- Resourcing, recruitment and onboarding
- HR systems implementation and management
- Performance management and development
- Sickness and absence management
- Appraisal management
- Individuals / team development and coaching
- Settlement agreements
- Pandemic and contingency support
- Pay benchmarking
- HR Compliance through to best practice
- Restructure and redundancies

Get in touch today ...

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