



## ....the business of people, for people in business

### A little bit about us..

We are **The People Magic Company Ltd**, an experienced people focused consultancy, skilled in delivering pragmatic solutions and unlocking business potential across employee issues.

The opportunity to partner with Simple SafetyAdvice is an exciting one for us and we are looking forward to working alongside them in offering a straightforward advice and guidance service to clients.

We offer support with all aspects of employment, across varied contract types, including subcontractor arrangements and related contracts.

Why not contact us at:

Email - [hello@peplemagicltd.co.uk](mailto:hello@peplemagicltd.co.uk)

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### April Updates.....

Whilst for many of us the last few months have been dominated by concerns over coronavirus, securing access to any available government funding and furloughing employees, we shouldn't forget that updated employment legislation, including the right to parental bereavement leave, has come into force.

New requirements are in place for written contracts to be issued to all employees/workers on day one and for a wider range of topics, including (but not limited to) hours of work and training, to be covered in those documents. There is no immediate need to reissue contracts that were in place prior to 6 April 2020, however these things will need to be covered in anything produced after this date.

In addition, new rates have been issued for many statutory payments, including the national minimum wage and the basis for calculating holiday pay has also been amended.

If your contracts need an update or your documents need a refresh give us a call.

### And lastly.....

Don't forget to invest some valuable time making sure that the audit trail for furloughed staff is complete and available in case of need.

It's been made clear that audits by HMRC may follow – and as part of this written agreements between employer and individual are required.

If you need any help with finalising those agreements give us a call or drop us an email. We're here to help.

### IR 35 – off-payroll working...

One of the areas delayed by the government is that of IR35 changes for the private sector, now due to come into force in April 2021.

If you've not done so already this provides opportunity to determine fully what the current and future impact of the status of those who do work for, or in, your business might be.

Can you readily identify your 'workers' and then be clear about which are employees, and which are not? Are you clear about your obligations to all workers? Are you doing all that's required to fulfil those? Are you comfortable that you're doing all that's necessary in managing your employees?

If not, or you're in doubt, we're available to discuss your circumstances and help you manage any risks.

### Take time for the small things....

With so many key activities to be undertaken in the current circumstances it's easy to overlook the smaller things that can sometimes make the bigger differences. Now is an ideal opportunity to take some time to reflect on your workplace and the niggles of day to day life before lockdown.

Were there issues around rule following?  
Had processes slipped?

It's a good time to remind the entire workforce, or specific areas, of your Company procedures – in place to keep everyone safe and well and to ensure fair and consistent treatment for all.

Encouraging everyone to follow those agreed rules – brushing up on expectations and resetting responsibilities - is a great way to tackle former daily challenges.

If you'd welcome a chance to run through this type of communication or get tips on the conversations you know you need to have, we'd love to hear from you.