



The RSM Employer's HR Healthcheck

Great people management starts here

Successful organisations put their employees at the heart of their business plans. But in a fast-changing marketplace, focus often gets distracted from the fundamental elements of people management.

Great businesses continue to focus on people matters even when there are conflicting demands and always understand the risk to their business of not complying with the law, as far as people management is concerned.

Common people management risks that employers face include:

- old employment contracts not fit for purpose;
- one size fits all policies;
- inconsistent practices that don't effectively allow for growth; stale recruitment and retention processes;
- concerns over employment legislation compliance; and
- lack of strategic planning for the future requirements of their workforce.

What is the RSM Employer's HR Healthcheck?

In order to combat this, RSM have created The RSM Employer's HR Healthcheck service which initially highlights where people related opportunity and risk may lie for your organisation. This tool can be used to then point you in the direction of a more comprehensive review of your HR documentation and processes, to make sure your organisation is following HR best practice. The initial Healthcheck includes:

- a snapshot of your current HR practices via a conversation with one of our HR Consultants; and
- an initial risk register highlighting areas for further review and comprehensive HR auditing

The screenshots show two parts of the RSM Employer's HR Healthcheck tool. The top part is a table with columns for 'Yes', 'No', and 'Score'. The bottom part is a risk register dial with a needle pointing to a risk level.

Ending Employment	Yes	No	Score
Are your employee turnover and employee retention figures at generally healthy and in line with your industry?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you conduct exit interviews with leavers?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you analyse the data from the exit interviews to make informed decisions about your business?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you produce HR metrics on a regular basis?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you have a redundancy policy in place?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you use Settlement Agreements as a means of ending staff and are you aware of the new payment rules which come into force in April 2018?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Is your business able to deal with difficult staff resignations which may increase your risk of an Employment Tribunal claim?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓

Ending Employment Risk Register Dial (decrease risk by 'Yes' answers)

High Risk: The needle is in the red zone. You need to take action now to avoid a high risk of an Employment Tribunal claim.

Medium Risk: The needle is in the orange zone. You need to take action soon to avoid a medium risk of an Employment Tribunal claim.

Low Risk: The needle is in the green zone. Your HR practices are generally healthy and in line with your industry.

Policies and Hot Topics	Yes	No	Score
Do you have an up to date policy on bullying/harassment in the workplace?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you have an up to date whistleblowing policy?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Does your holiday entitlement for staff meet the requirements as set out in the Working Time Directive?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
The way employers need to calculate holiday pay has changed over the last decade, accounting for variation in worker pay, is your business prepared for that?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Has your business taken the relevant action in terms of its employee data in light of the new GDPR regulations?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Has your organisation met all statutory obligations such as creation of a Modern Slavery Statement or reporting Gender Pay Gap figures?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Have you ever used an employee engagement survey to determine how happy or engaged your employees are?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Are you aware that the way payrolls are presented to workers or employees that work variable hours changed in 2018, has your business updated itself of that?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do you regularly plan for how you will develop or acquire necessary skills within your organisation?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do your employees have development plans or a development budget?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓
Do your employees regularly travel internationally?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	✓

Policies/Hot Topics Risk Register Dial (decrease risk by 'Yes' answers)

High Risk: The needle is in the red zone. You need to take action now to avoid a high risk of an Employment Tribunal claim.

Medium Risk: The needle is in the orange zone. You need to take action soon to avoid a medium risk of an Employment Tribunal claim.

Low Risk: The needle is in the green zone. Your HR practices are generally healthy and in line with your industry.

The HR Healthcheck can pinpoint areas of concern and highlight where organisational time and focus should be spent which could then lead to the following business benefits:

1. **Objective insight** – The Healthcheck can lead to an external check on your current HR policies, processes and employee documentation. This can be useful in refreshing what you currently have or act as a catalyst to make sure you have what you need, aligned to your strategic objectives.
2. **Managing your people risk** – Getting HR onboard to support your business will ensure that you are doing the right things from a people compliance perspective and identify any gaps you may have. Our HR consultant team are on hand to support you with any remediating strategies that need to be formulated and implemented.
3. **Designed with you in mind** – Our team's approach flexes with your business needs and our feedback can be as high level or in depth as you need. Our HR experts will leverage their sector expertise to ensure that our advice is relevant to your business area.
4. **Kick starts your HR agenda** – The Healthcheck can act as a first step for a broader engagement and talent retention strategy for your business. Whether you are a start up with little in-house HR resource or a more mature business with some HR expertise, our Healthcheck can help you understand where to focus your HR energy next.
5. **Employee engagement** – Whether you are taking steps to ensure compliance or looking to improve and embed your HR provision, undertaking a HR Healthcheck will reassure your employees that you are serious about best practice people management.

The HR Healthcheck's risk register approach with its low to high risk dials easily helps you to prioritise your HR focuses and management, regardless of company size ensuring better people management practices for your business. We always focus on what our clients want to achieve and how we can reduce the burden and time commitment placed on them by essential people processes. Connecting seamlessly with our wider employer services (such as HR consultancy services, payroll, employment legal or employment tax advice), you will be fully supported by the right expert for your business and people needs.



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