FINANCE & GENERAL PURPOSES COMMITTEE REPORT

Subject: HR – Employment Law Update	**Purpose:** **For Approval** ☐ **For Discussion** ☐ **For Information** ☒
Prepared by: Debbie Kerr Head of HR & Development	**Date:** 18 May 2020

Purpose: To update the committee on significant changes to employment law which directly affect the College.

Linked to Strategic Goal 3: Provide a high quality College experience.

Executive Summary:

Changes to employment law happen on two key dates during the year, April and October. In April 2020 the key change affecting the College was the change to the issuing of contracts of employment. The HR process has been updated to reflect this change and contracts are now issued on day one of employment instead of within the first 8 weeks of employment.

In addition the reference period for the calculation of holiday pay has been increased from 12 weeks to 52 weeks.

There were no other significant changes to employment law in April 2020.

Recommendation: The Committee acknowledges that the College has due regard to employment law changes and implements changes as required.

Previous Committee Approvals: None

For publication ☒	**For publication with redactions** ☐	**Not for publication** ☐