

THE NCS HR UPDATE

PRACTICAL ADVICE AND SUPPORT FOR EMPLOYERS



Hello, I'm Nicola, Founder and HR Consultant at NCS HR Solutions.

It has been another busy month supporting businesses with a wide range of HR priorities, challenges and opportunities.

We have been helping clients prepare for upcoming employment law changes, review their HR processes and strengthen the way they manage and support their people.

Our work has included management training, recruitment support, employee relations matters, policy and handbook updates, HR audits, manager guidance and practical day-to-day advice. By reviewing processes, addressing potential risks early and giving managers the right support, businesses can create stronger, more consistent workplaces.

We provide practical, straightforward HR support that gives business owners confidence and takes some of the pressure away. Whether you need support with HR, recruitment, leadership training, HR audits or HR systems, we're here to help.

A handwritten signature in white ink that reads "Nicola".

Is recruitment taking up more of your time than expected?

Recruitment can be time-consuming, particularly for small businesses without a dedicated recruitment team.

From writing the advert and reviewing applications to communicating with candidates and arranging interviews, there is a lot to manage alongside running the business.

Without a clear process, businesses can struggle to:

- Attract suitable candidates
- Manage applications efficiently
- Deliver a positive candidate experience
- Keep recruitment fair and consistent
- Make confident hiring decisions

We provide flexible recruitment support tailored to your business, including job adverts, ATS access through hireful, shortlisting, candidate communication and interview support.

You can find out more [here](#).



20+ Employees? Here's What the New Trade Union Laws Mean for You

Trade union legislation is changing, and businesses with 20 or more employees should start considering what the reforms could mean for them.

The changes are designed to strengthen worker representation and make it easier for trade unions to communicate with employees, access workplaces and seek formal recognition.

For many SME employers, trade union activity may feel unlikely or unfamiliar. However, the new rules could affect how businesses communicate with their workforce, manage employee relations and respond to requests from trade unions.

The reality? Businesses that prepare early will be better placed to respond confidently and fairly.

Now is a good time to consider:

- How you communicate and consult with employees
- Whether your policies and procedures are up to date
- How you would respond to a trade union access request
- Whether managers are confident handling employee relations matters
- Whether employees have clear ways to raise concerns and provide feedback



Positive employee relations are about more than meeting legal requirements. Open communication, consistent management and early action can help build trust and prevent concerns from escalating.

At NCS HR Solutions, we support businesses with practical HR advice, policy reviews and manager guidance to help them prepare for employment law changes. Read the full blog to understand what the new trade union laws could mean for your business [HERE](#).

HR Help: What you need to know

Can we extend an employee's probation period?

Yes, provided the employment contract allows for this and the extension is reasonable. You should explain why the probation period is being extended, what improvements are required, what support will be provided and when the employee's progress will be reviewed. Any extension should be confirmed in writing to avoid uncertainty and ensure expectations are clear.

Do managers need training to handle difficult conversations?

Managers are often expected to address performance, conduct, absence and workplace concerns, but many have never been shown how to manage these conversations confidently. Practical training can help managers communicate clearly, follow fair processes and address issues before they escalate. It can also create greater consistency across the business and reduce people-related risks.