

THE NCS HR UPDATE

PRACTICAL ADVICE AND SUPPORT FOR EMPLOYERS



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

May was another busy month supporting businesses with a range of HR challenges and opportunities.

We've been helping clients navigate recent employment law changes, review HR processes, strengthen recruitment practices and ensure employee records are up to date.

We've also supported businesses with employee relations matters, policy updates and day to day HR advice.

A key focus this month has been helping businesses take a more proactive approach to HR through audits, compliance reviews, leadership development and manager support. As always, our aim is to provide practical, straightforward HR support that helps business owners feel confident managing their people.

If you need support with HR, recruitment, leadership training, HR audits or HR systems, we're here to help.

A handwritten signature in black ink that reads 'Nicola'.

Leadership can have a significant impact on the success of a business, yet many managers receive little or no formal training before stepping into leadership roles.

As businesses grow, strong leadership becomes essential for maintaining performance, engagement and a positive workplace culture.

Without the right skills and support, managers can struggle with:

- Difficult conversations
- Managing performance
- Employee engagement
- Handling conflict
- Leading change effectively

Investing in leadership training helps managers build confidence, develop practical people management skills and create stronger, more productive teams.

In our latest article, we explore why leadership training is essential for growing businesses, the risks of underdeveloped managers and how investing in leadership can support long term business success.

You can read the full article here:

Why Leadership Training Is Essential for Growing Businesses

When Was the Last Time Your Team Took a Proper Break?

Annual leave is often viewed as an employee benefit, but it also plays an important role in employee wellbeing, productivity and business performance.

Many employees delay taking leave because they are busy, worried about workload or feel they cannot step away from work. Over time, this can lead to increased stress, burnout and reduced engagement.

For businesses, allowing large amounts of annual leave to build up can also create operational challenges. Teams may find themselves managing multiple holiday requests at the same time, while some businesses may face financial liabilities from untaken leave.

The reality? Employees often need encouragement and support to take regular breaks throughout the year.

Promoting the use of annual leave can help businesses:

- Support employee wellbeing
- Reduce the risk of burnout
- Improve productivity and focus
- Encourage a healthier work-life balance
- Avoid large holiday accruals and operational disruption



At NCS HR Solutions, we support businesses with practical HR advice, absence management and annual leave processes that help create healthier, more productive workplaces.

If you would like support reviewing your annual leave processes or wider HR practices, we are here to help.

HR Help: What you need to know

Do I really need to keep detailed holiday records?

Yes. Recent employment law changes mean employers are now required to keep holiday and holiday pay records for six years. This includes details of leave taken, holiday pay calculations, carry over arrangements and any payments in lieu. Accurate record keeping not only helps demonstrate compliance but can also protect your business if holiday pay disputes arise in the future.

We're a small business. Do we need an HR audit?

Many small businesses assume HR audits are only for larger organisations, but they can be incredibly valuable for businesses of any size. An HR audit helps identify gaps in contracts, policies, processes and record keeping before they become bigger issues. It provides a clear picture of what's working well, where risks may exist and what actions can help keep your business compliant and people focused as it grows.