



keynotes

Human Management Recruitment & Training

As you may or may not know, DLA Consulting is celebrating its 21st year in business this year. Wow, what an achievement! They say that time flies when you are having fun and these last 21 years have gone by very fast.

At the recent ANZIIF annual luncheon, Denise Lock was awarded a Service Award for her contribution and service to the Insurance industry.

We want to congratulate her for this wonderful achievement and I know that you will join us in wishing her further success in the future.

We would also like to thank you, our clients and candidates, for all your support and we hope that our ongoing relationship with you lasts for many years to come.

The Team at DLA.

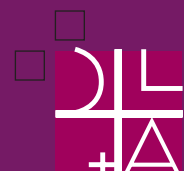


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Paid Parental Leave Law Passes

The Federal Government has passed Paid Parental Leave legislation that provides 18 weeks of pay at the minimum wage.



Who is eligible?

Most workers are eligible however there are a few provisions.

The “Primary Care Giver” which the Government identifies as “usually the mother”, must have worked at least one day per week for 10 of the 13 months before the birth or adoption of the child, with no break longer than 8 weeks between 2 working days.

Also, the parent receiving the payment cannot work from the date of birth until the payments cease.

Parents employed in part-time and casual roles, as well as the self-employed will also be eligible for this payment. The salary cap for eligibility has been capped at \$150K.

How much will these payments be?

The legislation states that the payments will be made for 18 weeks at the minimum wage, which is currently \$569.90.

Do businesses need to make these payments?

Yes and No.

Whilst businesses do not need to come up with the funds themselves, they will be required to distribute the funds to employees.

In most cases, businesses will receive money from the Family Assistance Office (FAO) and then pass the money to the employee.

This aspect of the scheme has been the biggest point of controversy between the Government and Business.

It has been argued that businesses should not have to carry the regulatory burden of distributing payments.

The Government's argument is that this will force businesses to “Stay in touch” with their employees whilst they are on leave.

After providing a number of details to the FAO, including bank account and employee information, employers will receive the money to pass on. Businesses will not be required to pay employees until the funds have been received, and they can even pay in as few as three instalments.

Payments can be made during a normal pay cycle.



What will be required from businesses?

A business will need to provide some details to the FAO before payments can begin. This includes bank information and pay cycle details.

Whilst this scheme does allow women to resign from work before the birth of a child and still obtain payments, Employers (the Business in question) will need to only need to make payments for employees who intend to return after maternity leave.

A business will need to withhold tax from the parental leave pay under the usual PAYG requirements, and will also need to include parental leave pay in the total amounts of annual and part-year payment summaries.

Employers must also provide employees with access to a record of their pay, usually in the form of a payslip, whilst the business needs to keep written financial records of parental leave funds.

Does a business need to liaise with the Family Assistance Office?

Yes, but not often.

Businesses need to advise the FAO when an employee returns to work, when an employee is no longer employed by the business, if a business changes bank accounts or pay cycles and if the business itself has not been provided with enough funding.

SME's also need to return any unpaid parental leave funds to the FAO and an employer must notify the FAO if the business is being sold, is merging with another company or if it is closing.

Will companies need to scrap their own Paid Parental Leave policies?

This will depend on whether parental leave is written into an employee's contract or whether it is a part of a company's overall workplace policy.

Whilst a number of large companies have said that they will keep their own plans, it is emerging that others are exploring ways to drop their own schemes.



Individual businesses need to determine whether they can legally abandon their schemes before they drop them altogether.

The parental leave scheme is comprehensive and will require businesses to consider the following:

- Do employment contracts already contain parental leave policies?
- Will the business need to revise payroll systems?
- Will weekly payments be fine, or will fewer payments be preferable?



Some Things to Consider At Your Next Performance Review

In order to retain key staff, the following five points should be discussed by employers in performance reviews to ensure that good staff remain on board.

Career Development - One of the key things that drives people to stay in their current role is appropriate training with a direct path to the next level in their career. This feeds into the performance review process. Employers need to let people know exactly where they are going.

Give Employees Something New - Employees need new roles to remain stimulated. New projects or responsibilities gives them a sense of purpose in the business and allows them to stay on for much longer than they would have otherwise. One of the ways to keep employees committed is to give them new things to do. It will increase their job satisfaction.

Allow Employees to Offer Feedback - Performance reviews should not be all about providing feedback to the employee. They will feel valued if they are able to provide some

thoughts on how they perceive their role within the company. Ask them where they want to go and about their thoughts on the business as a whole.

Flexibility - One of the biggest deal-breakers for employees is flexibility in the workplace. It is becoming very important so employers should recognise this to avoid losing good staff. Consider helping employees achieve some of their goals. Be prepared to accept some requests or at least try to work around them. If you can come to some type of arrangement, you can avoid looking for someone else in the long-term.

Be Open to Some Criticism - Performance reviews are a time to find out how the business is actually running, not just how you think it is running. Another topic to discuss with the employee is whether something can be done differently. Do they have any suggestions for change? (Within reason). This opens up new discussions and allows the employee to contribute.

Temp Offer for August

Book a Temp for two days or more (per assignment) in the month of August and get the first two hours FREE!

We have experienced Temp staff available on-call to meet all your needs.

We can also assist you with finding Permanent and Contract staff as well.

With 21 years experience, DLA is the recruitment partner of choice to assist your business in finding the right staff first time, every time!

(Temp Offer from 1st August 2010 - 31st August 2010. Conditions Apply).



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