



### Top Tips on retaining your team members.

Many of our clients and Companies we engage with are finding it difficult to retain and attract new recruits into their business.

The recruitment process can be a costly process, probably one of the costliest processes within the business leader's remit. It is not only the financial cost associated with recruitment, but the cost of time and the impact on others in the team when someone leaves their role.

It is important for organisations to retain their team members to avoid such costs and to create a sense of belonging within the teams.

Some top tips for leaders to consider for retention of their people;

#### Listening to team members

Leaders should consider listening to their team members and seek to understand their needs. Leaders should be curious and ask questions about the type of needs, which, may include the working environment, development opportunities, internal communication etc.

#### Create more opportunities for their team members

Leaders could encourage knowledge sharing or best practices between teams and team members, collaboration work or encouraging people to participate in tasks outside of their comfort zones. They could give more responsibilities to staff or the opportunity to learn new tasks.

#### Give regular feedback to their team members

Leaders should consider giving their team members regular feedback. By doing so, individuals feel valued and more likely to be motivated and more productive with regular engagement by their leaders. By having regular feedback conversations, this enables natural discussions about development opportunities and more importantly for the leader to give kudos for good performance.

#### Creating a human-centred Company culture

Leaders should consider offering flexible working which creates a more autonomous working environment. Working in this way team members feel valued and trusted in their work to deliver and remain loyal to their Company. Leaders who encourage a human centered culture also create a competitive edge and are more likely to retain their team members.

There are many more ways in which leaders can retain their talent, every business is different and therefore their teams may have different needs. If you would like to know more about how to retain your team members, let's have a conversation about how the Apex team can help with your retention strategies.



In today's socio-economic climate, it is incredibly difficult for young disabled people to get into work, and form plans for professional/academic plans for their futures.

An organisation that is seeking to make a difference is the 'No Limits Café'. Based in Newton Abbot, the café seeks to give young disabled people a chance to succeed. They offer a range of different actions, such as: Work Experience, Supported Employment, Work experience from School, and access to a community Hub.

The cafes services are open to all, not just disabled people; the No Limits mission is to create an inclusive environment for everyone, regardless of background, or disability. The No Limits vision is to create 'a world where people with additional needs are valued and included in society'.

If you feel passionately about any of the topics discussed, visit the cafes website at:  
<https://www.nolimitscafe.co.uk>



## Maternity Discrimination

Asking a pregnant employee whether she intends to return to work after giving birth is discrimination, an employment tribunal has ruled, The Times reports.

The judgment was made after an NHS boss nodded towards a personal assistant's stomach and questioned what her "future plans" were.

We are here to support you with any maternity questions you might have.

Here are some reminders of the basis to help keep you on track:

Have a maternity policy and make sure your managers and staff know where it is and follow it.

Think about some training for managers so they feel confident managing their expectant team members.

Plan ahead for the absence period, who is going to look after the work the employee is currently doing?

Be clear about maternity leave arrangements, confirm everything in writing.

Do a risk assessment, even if the pregnant lady is working from home.

Support all ante-natal appointment - your team member is entitled to these. You can encourage these to be taken at time that are convenient for your business.

Have a pre-maternity meeting to make sure everyone is clear about the leave. Make this an opportunity for your employee to ask any questions and to make sure arrangements have been made to cover their work.

Encourage good use of KIT days. Your female employee on maternity leave can work up to 10 "keeping in touch" days while still on maternity pay.

Finally - keep all your team members up to date, treat them all the same regarding communication whether they are in work, off sick or on maternity leave.



## Planning for success in 2022

We would like to invite you to join us at Lanhydrock Golf Club on Tuesday 22nd February 10am-4pm where we will be asking - what does success look like for you this year?

It's an opportunity to come and meet likeminded business owners to explore and build a plan for next year.

We all know that we should be working more on our businesses rather than in them and this is an opportunity to do just do that.

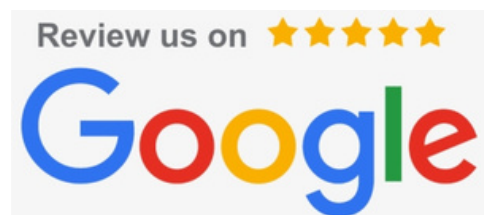
We will be covering areas such as goals, vision, finance, your people, and systems.

By the end of the day, you should have everything you need to formulate your plan for 2022.

Alongside our very own Kevin Miller you will hear from - Paul Miller - Cornish Accounting Solutions Ltd and Marianne Page who is author of bestselling books, Simple Logical Repeatable, Mission: To Manage, Process to profit and the McFreedom Report. Marianne has 27 years' experience of working with McDonald's under her belt, and a further ten, working with successful small business owners, helping them scale, grow and occasionally sell their business.

The cost of the day, including lunch, is £85 with the surplus over costs going to local charities. A great investment to start the year off. The link to register is below.

<https://www.eventbrite.co.uk/e/planning-for-success-in-2022-tickets-260052272347>



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