

COUNCIL HR SUPPORT – REPORT TO COUNCIL

The Council has previously retained an external HR consultant by purchasing a block of support hours in advance. These have proved invaluable when the council has needed HR support, for instance with reviewing staff contracts or advising on legislation changes. They would also be used should an issue arise with a member of staff which needed professional advice. As the hours purchased are now used, the staffing committee asked the Clerk to obtain three quotes for support going forward, then she and the Chair of Staffing, Cllr Arrick, bring a recommendation to full council.

The Clerk approached the current provider, another which came highly recommended from another local town council and a third which has also provided HR support services to the local government sector in the past.

Their quotes are summarised below:

Organisation	Summary of Service	Monthly Cost 3yr contract	Monthly Cost 5yr contract
Worknest	Named, legally qualified Employment Law Adviser who works with other Town & Parish Councils to help with all your Employment Law and related HR challenges. Access to two back up Advisers from our Council team. We will become an extension of your own team. We are available 24/7 and advice is unlimited. We will help with all aspects of Employment Law and related HR compliance including (but not limited to): <ul style="list-style-type: none">• Dismissals• Restructuring and redundancies• Disciplinary and grievance issues• Discrimination issues• Sickness, absenteeism, maternity and paternity and time off work• Capability and performance issues• Hiring new employees• Business purchase / sale and TUPE transfers• Terms and conditions of employment	£154.17	£131.25
Peninsular	Not been able to obtain a tailored quote, however pricing from their website has been used.	-	£140.08

Wirehouse	<ul style="list-style-type: none"> • HR and Employment Law • Review current contracts & handbooks • Ensure new documentation is legally compliant and sensitive to the way you want to manage • Ongoing 24/7 phone and email advice with drafting of letters • Onsite advice where needed on sensitive issues • Tribunal Preparation and Representation by a legal team • Advice Guarantee to cover any awards • All advice recorded on online portal. 	£105.50	£75.50
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RECOMMENDED: That the Town Clerk is instructed to engage Wirehouse for 5 years at a monthly cost of £75.50. To be paid from the Professional Fees EMR in the 2024-25 financial year and a Staffing committee budget to be created 2025-26 onwards.