

Employment & HR



People Management and Essentials of Employment Law

Overview of People Management

If you employ people you need to have policies in place to regulate the working relationship. Nothing excessive. By default you will have some basic policies and practices etc in place: hours of work, annual leave, sick pay, etc. You will also have policies on how, where and when people work; what standards of dress and behaviour you expect; training and development; hire and fire; job security, etc.

As you grow your needs become more complex. Partly because as you 'grow up' the law raises its expectations of what you do and what you can get away with, and partly because you need more formalised policies and procedures to ensure a consistency of standard.

Recruitment processes become more refined, written terms and conditions make life easier to manage staff with; disciplinary and capability matters need managing in a formalised and consistent matter, etc, etc.

In short you start to adopt personnel policies. And as you grow you benefit from having access to a specialism that helps manage people issues. Your success depends upon the skills of your employees; without them you have no business. You would not dream of running a business without taking appropriate financial advice. In the same way quality personnel advice should help the business maximise the productivity of its workforce. Investing in people is serious work and benefits from the input of serious professionals.

Personnel input can be viewed at three levels:

- Personnel Administration can provide the day to day housekeeping; issuing offer letters, ensuring references are given, administrating the car scheme.
- Personnel Management can provide reactive advice to given situations; applying new legislation, supporting management on a disciplinary or dismissal, undertaking a recruitment campaign.
- Human Resource Management is a posh phrase to distinguish strategic support of management decisions from the more mechanistic personnel management. Often obscures more than it illuminates. At its best is an asset in strategic development of the organisation.

Good people management is a 'plus' on your balance sheet: it helps the business keep out of trouble on legal employment issues; it helps improve productivity and reduce absenteeism.

For more information on how we can help, contact:

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