



# TUPE Transfers

- Are you considering outsourcing services or bringing back previously outsourced services back in house?
- Are you affected by a service provision change for part or all of your activities?
- In the current climate many organisations are facing loss of projects, services and funding whilst others are exploring options of joining forces by merging and transferring services.
- At the HR Services Partnership we support organisations with all aspects of TUPE transfers assisting you through the process to help minimize the potential risks

## What we offer

### Exploration

We work with clients to assess the situation and identify the legal and organisational implications. We can explain the legal constraints; how they apply to your particular organisation and work with you to determine the best way forward.

### Preparation

We can help prepare the following:

- ✓ transfer plan and timetable
- ✓ staff consultation
- ✓ due diligence
- ✓ official correspondence

### Implementation

We support clients with consultation meetings with staff, and/or staff and union representatives and we can work with you behind the scenes. We prepare staff letters and deal with ad hoc queries as they arise.

## Why choose us?

- ✓ Qualified experienced HR professionals
- ✓ Pragmatic approach to problem solving
- ✓ Dedicated consultants to ensure continuity
- ✓ Bespoke policies and procedures
- ✓ On-site support when required



**It would have been impossible to have managed the process without them"**

"Herts Aid is a sexual health and HIV support charity based in Hertfordshire. We approached HR Services Partnership earlier this year to provide HR advice for a TUPE transfer. HRSP assisted us in what can only be described as an incredibly complex and difficult transfer situation. I am extremely grateful for their fantastic service, which on many occasions went beyond the call of duty."

**Suzanne Bannister, Director - Herts Aid**

**Visit our website for further testimonials**

Tel: 01403 240205

[www.hrservicespartnership.co.uk](http://www.hrservicespartnership.co.uk)

How can I improve skills?  
 HOW DO I INTRODUCE A NEW PAY STRUCTURE?  
 What is the process we need to follow?  
 How can we adapt?  
 WHO CAN I TURN TO?  
 We need a strategic approach?  
 We haven't got the time!  
 HOW DO WE UPDATE OUR STAFF POLICIES?  
 What is the risk?  
 HOW CAN WE DO THIS LEGALLY?  
 What do my staff really think?  
 Why are some staff always calling in sick?  
 WHO CAN I RELY ON?  
 How can I reduce recruitment costs?



### The Right choice HRSP

We definitely made the right choice in choosing HRSP and would have no hesitation in recommending them.

Tracie Colin-McKenzie, Trustee,  
 Worthing Women's Aid.

### "A professional and efficient service in a friendly, pragmatic way"

I have worked with HRSP during my time as CEO of several charities and would not hesitate to recommend them to others. In my most recent role as CEO for Samaritans we have used HRSP to provide support to our branches regarding employing staff and also to provide independent advice and support to our busy HR team at the Central Charity. HRSP quickly built up good working relationships with the HR team and staff and soon grasped an understanding of our complex structure and unique way of working. HRSP have provided a professional and efficient service in a friendly, pragmatic way.

Catherine Johnstone, CEO – Samaritans

### "Tailored their service and advice"

"On being appointed, the HR Services Partnership very quickly understood the ethos and culture of our organisation and tailored their service and advice accordingly. In my experience of a range of HR service providers, their help in bringing our HR policies and procedures in line with good practice and regulatory requirements has been second to none. In addition and equally important, working with all members of their team has been a pleasure".

Adrian Maunders, CEO, English Rural Housing

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