



# APERS

Employment Relations Specialists



## Our Services

**Whatever your HR or management requirements, APERS has the solution for you.**

### OVERVIEW

APERS provides solutions for a wide range of HR issues at an affordable price and with a personal touch.

With over 20 years of practical legal, regulatory and management experience, Adrian has a unique insight into the issues and problems that businesses face.

His experience of working as an employment solicitor has taught him that addressing these issues in a proactive, pragmatic and yet robust way is essential in avoiding disputes and in obtaining the best from your staff.



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We offer a business 'health-check' for all new clients. This is aimed at assessing your business needs and aspirations. We will only offer you the support that is genuinely relevant to you and your business.

We can 'plug-in' to any other advisors you may already have (accountants, lawyers, insurance brokers etc) or put you in touch with those you may need.

We can help you with one off issues, or provide you with ongoing support.

These are just some the areas where we can provide advice and support:

- Appraisals & Supervisions
- Business/Employment Documentation
- Business Strategy
- Change Management
- Communication Techniques
- Culture and Business Structures
- Data Protection
- Dealing with Long-term and Short-term Sickness Absence
- Disability Issues
- Disciplinary and Grievances
- Effective Team Working
- Equal Opportunities/Discrimination Law
- Fair/Unfair Dismissals
- Flexible Working
- Having Difficult Conversations
- Internal Dispute Resolution
- Litigation Support\*
- Managing Poor Performance
- Maternity, Paternity & Family-related Rights
- Mental Health Awareness
- Mediation Support\*\*
- Occupational Health Support\*\*
- Protected Disclosures and Whistleblowing
- Redundancy
- Severance Strategies & Settlements
- Transfer of Undertakings (TUPE) & Outsourcing
- Workplace Investigations

## **SPECIALIST SERVICES**

### **1. Workplace Investigations**

We provide an investigative service which is thorough and legally robust but at the same time cost-effective, providing your business with utmost peace of mind.

### **2. Internal Dispute Resolution**

We can help you avoid and deal with workplace disputes by helping you come up with practical and robust solutions to any issues your business may be facing. We can also help by having difficult conversations on your behalf.

### **3. Documentation and Correspondence**

APERS draws upon years of legal experience to provide easily understandable and user-friendly documentation.

### **4. Professional & Regulated Businesses**

Less specialised HR services can often miss important regulatory implications when advising on staff issues. With our regulatory experience, you can be confident that our approach, whatever your issue, will be robust both from a regulatory and broader employment perspective.

We also offer a complaints management service, whereby we will look into and respond to complaints on your behalf. For more information, see our **Professional and Regulated Sector Brochure**.

### **5. GDPR/Data Protection**

GDPR compliance is not only about ensuring that you process data correctly on a day to day basis. APERS is able to provide you with robust but pragmatic advice in this area, including what you should include when responding to a subject access request.

\*APERS cannot conduct litigation or provide regulated legal services. If however you require specialist legal support, this can be provided at very competitive rates via one of our SRA registered business partners.

\*\* Offered in association with APERS via relevantly qualified third parties.

## **6. Occupational Health Support**

We have teamed up with quality occupational health providers who can give valuable and considered advice on any work-related health issue. We are able to help you ask the right questions on referral.

## **7. Compliance Stress-testing & Training**

We can stress-test your procedures to ensure that they are understood by every part of your workforce.

## **8. Litigation Support**

Whilst APERS is not regulated to conduct litigation or give regulated legal advice, we can provide broader support. This might include discussing the litigation process, and helping you identify your objectives throughout and dealing with media enquiries.

We can put you in touch with solicitors with whom we have a close working relationship and who operate at competitive rates. They can formally advise and represent you as required.

## **9. Training**

We provide interactive and engaging training to ensure that everyone within your organisation has a basic understanding of what is expected of them. We also provide specialist training, coaching and mentoring for managers and senior executives.

Although not psychologists, APERS provides bespoke training around common psychological phenomena that impact on the workplace (for example discrimination, whistleblowing and victimisation).

## **TAILORED & RETAINED SERVICES**

We offer a retainer service providing you with the essentials of unlimited advice, calls and template letters. For more information, contact us to request a quote.

## **CONTACT US**

For more information on these or anything else you may require, please email [adrian@apers.co.uk](mailto:adrian@apers.co.uk) or call 07419 285214.