

resource & resource insured

As part of our ongoing commitment to improving client service, the employment team at McClures has been reviewing the range of services that the Employment unit offers. This has led to the development of our [resource](#) and [resource insured](#) services.

The combined [resource](#) and [resource insured](#) services provide a new dimension to the provision of employment law and HR support.

Full details of both services are available from the [resource](#) website www.mcclurenaismith.com/resource.

[resource](#) is the McClure Naismith employment unit's fixed cost employment law service. Designed to offer high levels of service coupled with a fixed price billing structure and comprehensive levels of support, [resource](#) offers a working solution for small to medium sized businesses that have little or no professional in-house HR support. The flexibility of the [resource](#) service also makes it ideal for those larger businesses requiring expert employment law support for the service offered by their in-house HR team.

The basic [resource](#) service provides -

- **Audit:** an audit of your existing contracts of employment and written employee policies and practices to ensure that these comply with current employment legislation and best practice. A written report will be issued within fourteen days of the audit being instructed which will detail all areas of material risk and make recommendations to ensure full compliance. Thereafter, advice will be given on the implementation of required new policies and contractual provisions.
- **Drafting Service:** provision of all required remedial drafting to ensure that all recommendations identified by the Audit report and risk assessment are implemented promptly and efficiently.
- **Helpline:** provision of a helpline service for employment law inquiries by telephone, fax or email, where formal written advice is not required.

- **Consultancy:** six monthly review meetings conducted firstly by a specialist CIPD qualified HR consultant and then by one of our specialist employment lawyers at which your internal HR service will be evaluated, any current issues discussed and training or other development needs assessed.
- **Online Database:** online access to a style bank incorporating our database of employment documentation including template contracts and policies, precedents, drafting notes and briefing notes.
- **Guidance Notes:** access to Guidance Notes, written in plain English, providing easy to follow steps for dealing with most common HR and Employment Law issues.
- **E-bulletins:** weekly e-bulletin providing short and easily digested reports on all legislative changes, new case law and proposed developments in employment law.
- **Information Exchange:** invitations to send nominee attendees to our in-house seminar programme at our Edinburgh and Glasgow offices.

[resource](#) provides all of the above for a single annual payment, payable by a one off payment at commencement, or by monthly instalments.

[resource insured](#) complements the basic [resource](#) service with the option of legal expenses insurance cover. With varying levels of cover, [resource insured](#) is flexible enough to provide a package to suit most budgets. Levels of cover range from offering cover for all legal costs from inception of a dispute, through the litigation process and meeting any awards of compensation awarded.

[resource insured](#) is not limited to disputes in the employment tribunal. It also offers cover for the appeal process through the EAT and the courts, and for employment contract disputes in the courts, whether in relation to breach of contract, wrongful dismissal, or the enforcement of restrictive covenants and confidentiality clauses.

Please contact David Hughes (dhughes@mcclurenaismith.com) for a no-obligation fee quotation for [resource](#) and [resource insured](#).