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# Operational and Strategic HR: A full 360° outsourced solution for startups and SMEs

October 2024

Helping people and organisations thrive  
[www.seymourjohn.com](http://www.seymourjohn.com)



# Where people flourish organisations thrive

## Helping organisations develop and grow

If an organisation is only as good as its people, then, as the people function, HR is foundational for its success.

Outsourcing the function to an expert, like Seymour John, not only frees you up to concentrate on growing your business, but also saves you time, reduces costs, and mitigates risk, by ensuring best practice across the whole of an organisation.

From policies and procedures to organisational and cultural development, ours is a complete 360° operational and strategic HR approach, aligned with your growth goals.



## A managed service that grows with you

- Paid monthly on an annually retained basis, depending on the number of employees within the business.
- Augmented by expert strategic HR consultancy.
- Delivered as a business partner and extension of your leadership team.

As an expert operational and strategic HR consultancy, our support covers the spectrum of individual, team, and business development.



# How we work

## A flexible approach for startups and SMEs

- Ongoing on-call HR advice & guidance with our expert consultants.
- Ensuring compliance by developing a suite of policies, procedures and contracts relevant to your business.
- Laying the foundations for the successful induction and onboarding of new employees through the creation of an accompanying employee handbook (this will be an ever-evolving document).
- Keeping clients ahead of the curve with ongoing, HR legislation and best-practice updates.

## Guidance and advice for every stage of the employee lifecycle.



## Our costs

### Helping busy leaders do more for less

Our low-cost retained model is designed to save you time, money, and mitigate risk. As business growth experts, we understand that startups and SMEs need to control costs, which is why we offer you the flexibility of optional add-ons on a project-by-project basis, as and when you need them.

Number of Employees	Monthly Rate	Annual Cost
1 - 5	£155	£1,860
6 - 15	£225	£2,700
16 - 25	£395	£4,740
26 - 35	£895	£10,740
36 - 50	£1395	£16,740

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# Supplementary startup HR services





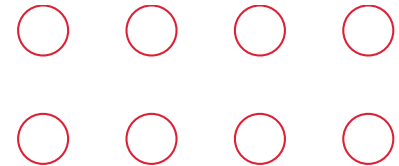
## HR foundations

### Helping startups and SMEs mitigate risk

We create all the documentation that you need to ensure legal compliance and best practice when it comes to your people.

#### Our startup pack includes:

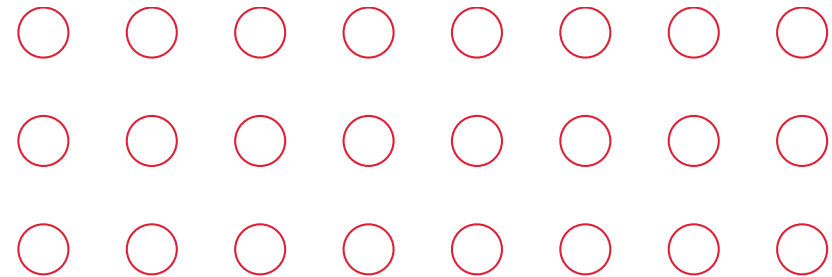
- Contract of Employment
- HR Policy Handbook
- HR Procedure Handbook
- Employee Handbook



# Work faster and smarter

## Implement our SaaS cloud-based HR system

- Centralise and streamline all the necessary functions for HR management.
- Pay monthly or annually based on the size of your business.
- Setup, training and ongoing support included.
- Additional bolt-on modules available for rotas, time & attendance, recruitment, expenses and learning.





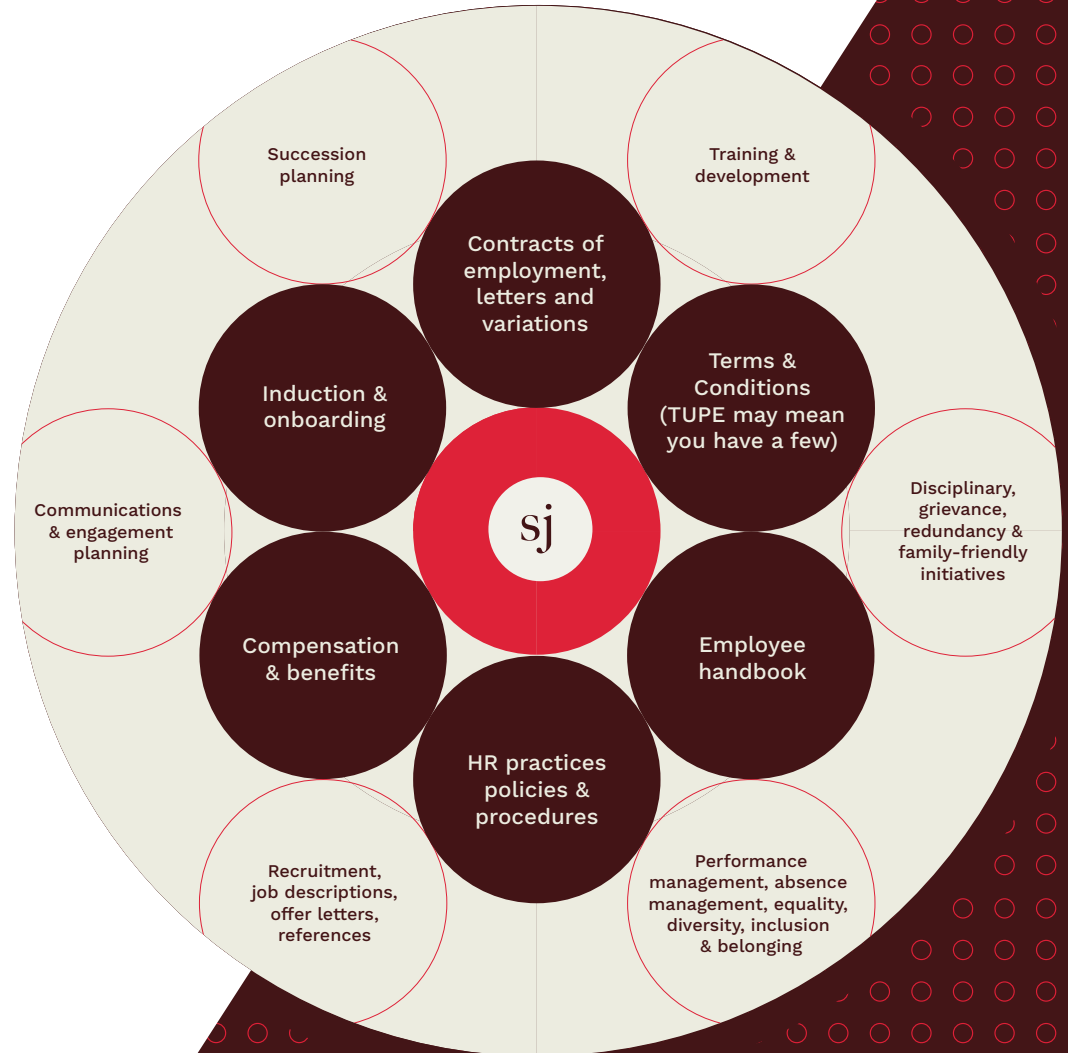
# HR Health Check

## Mitigate risk and ensure compliance

For medium-sized organisations that already have a suite of policies and working practices, we'd recommend an HR Health Check.

We assesses both legal compliance and HR best practice to identify potential risks (both legal and financial) and ways in which they can be improved.

An integral part of delivering compliant and effective HR solutions, a health check will not only highlight the areas of risk, such as outdated contracts or policies, but will also standardise processes and align HR goals with your organisation's strategic objectives, ensuring HR is a driver for sustainable growth.



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Additional strategic HR  
consultancy & project  
implementation



# Strategic HR drives business success

## Helping organisations develop and grow

By aligning strategy, structure, processes and people, HR is an enabler that impacts positively on the performance of every part of an organisation.

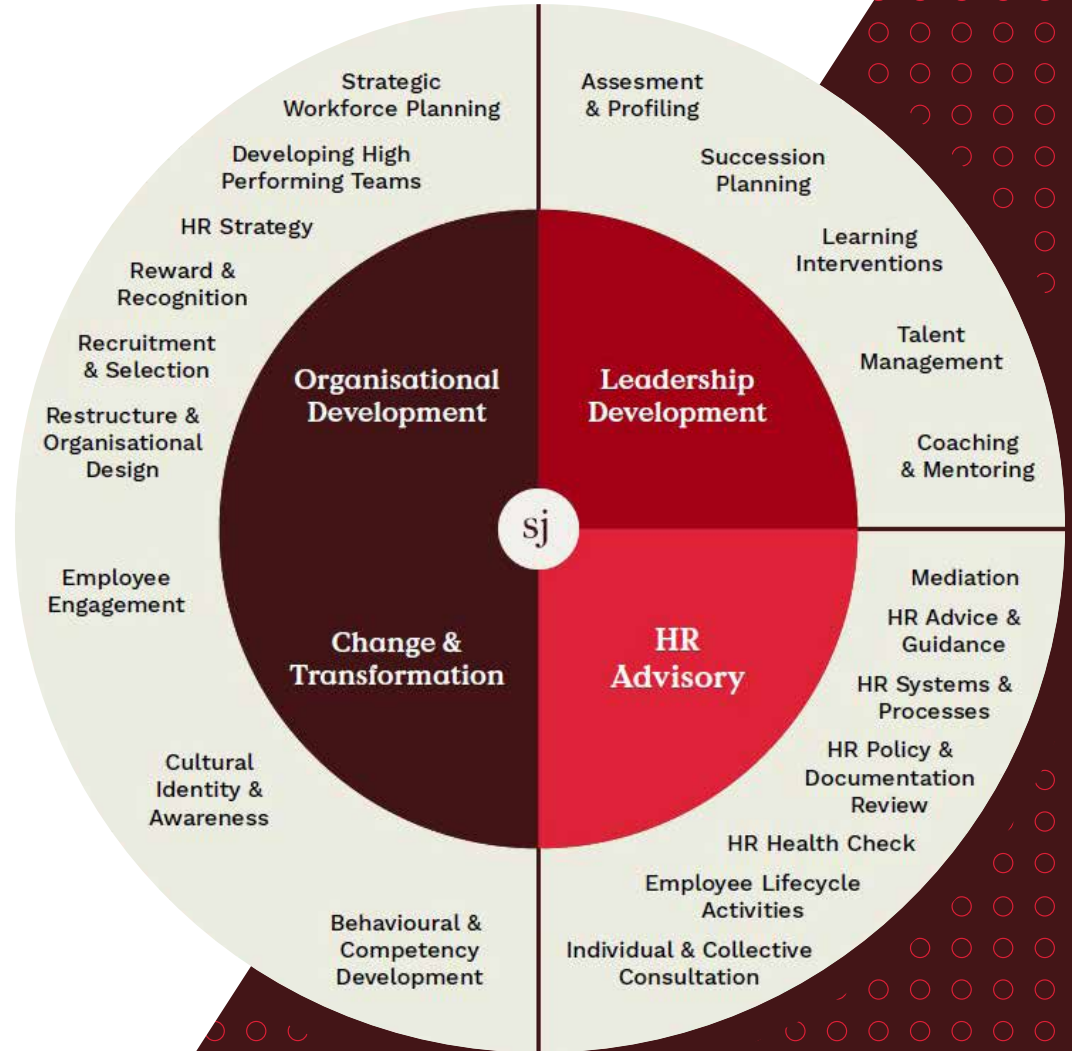
Ensuring our clients' organisations are a great place to work, our strategic HR initiatives help you attract, retain, and develop the best talent.

As well as acting as a coach and sounding board for senior leaders, we engage and empower an organisation's people, developing high-performing cultures that are creative, productive, and effective.

Our commercially astute team of HR experts, implement initiatives that unlock potential, reduce costs, improve productivity, and support sustainable growth.

To understand what this looks like in practice, download the case study:

[Download](#)



To learn more about our full 360° operational and strategic HR outsourced service and how it can contribute to building a successful, sustainable business, **Speak with:**

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