



## INTERNAL REPORT

**Subject: HR Provision from 2020/21**

**Date: 31-03-20**

**To: The Board of Directors**

**From: Keith Craze**

**Compliers: Keith Craze with appendix by Roy Wilkins**

### **Purpose or Terms of Reference:**

To carry out a review of the quotations received for HR Provision commencing 2020/21 and to make a recommendation to the Board.

### **Executive Summary:**

The CEO obtained four quotations.

Eye 4 HR Solutions clearly provide the lowest cost, best overall value for money and most flexible service, so are recommended for re-appointment.

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**TITLE: HR Provision from 2020/21**

**1.0 Introduction**

On 3 February 2020, the Chairman of the Directors asked me to carry out a review of the quotations received.

**2.0 Scope**

My review relates to the quality of provision and other non-commercial aspects of the quotations, this will be supported by a cost comparison produced by RWS and attached as an appendix hereto.

**3.0 Main Points**

The existing contract for HR provision expires on 20 September 2020

At their meeting on 08 October 2019, the Directors instructed the CEO to obtain at least three quotations for the comparable provision of HR services for 2020/21, with one coming from the existing provider.

The CEO obtained quotations from

Eye 4 HR Solutions (existing provider)  
Educational Personal Services (HCC)  
Browne Jacobson LLP  
Judicium Education

It is interesting to observe how different organisations portray their services in variable manners albeit responding to the same enquiry.

Browne Jacobson made very little effort to put forward a meaningful quotation. A strong indicator, perhaps, of a low quality of service.

Both EPC and Judicium seem to largely style their services around online advice and off-the-shelf policies (one size fits all). However, both can offer a team of advisers.

Judicium employ advisers who are qualified solicitors or barristers, but at a cost.

My review took into consideration telephone/online support, on-site support, policies writing and review, employment advice, additional charges and general availability/flexibility of service.

## **4.0 Conclusions**

Based upon the above criteria, it is clear that Eye 4 HR Solution provides a full bespoke and personal service at by far the lowest cost (please refer to the attached appendix).

Whether on a cost comparison basis, on the nature of responses to the initial Trust enquiry or variables such as the use of either bespoke or "standard" HR Policies, availability of services during a week, additional charges levied and the offer detailed On-Site Support, Eye 4 HR Solutions appear to be the strongest potential supplier for the Trust.

Additionally, as the existing provider, Eye 4 HR Solutions have a "bank" of stored and previous knowledge of the Trust requirements, the levels and degree of detail required when dealing with a query and what seems to be a track record of delivering the sought-after solutions.

## **5.0 Recommendations**

To re-appoint Eye 4 HR Solutions when the existing contract ends, then annually until another review not sooner than 3 years hence.