



HR DALTON HR SOLUTIONS LTD

“We bring you support,
compliance, expertise and
experience in all aspects of
Human Resources”.

Introduction

Dalton HR Solutions Ltd is a provider of high-quality and affordable outsourced HR covering;

- HR Advisory Services and Solutions
- HR Administration
- HR Regulatory Compliance
- HR Best Practice
- HR Consultancy
- HR Interim Assignments

What do we do?

We provide businesses of any size or shape across Derbyshire, South Yorkshire, Nottinghamshire (and also further afield) with personable, practical, expert and knowledgeable outsourced HR to;

- Reduce the very time consuming and stressful HR burden for business owners and leaders so they can focus their energy on running their business.
- Have immediate and flexible access to a dedicated HR professional when needed without incurring permanent overhead costs.
- Provide independent workplace investigations into people matters.
- Keep an expert eye on HR policies, processes, procedures as laws or business needs change.
- Coach, mentor and develop dedicated/non-dedicated internal HR staff.
- Support an overworked internal HR Department, fill HR gaps when needed, support HR projects.
- Help business owners and leaders to make their people feel valued and engaged.



Who do we work with?

As a trusted outsourced HR Business Partner and Virtual HR Consultant, we work face to face and/or remotely with;

- MD's and Directors in any owner-managed and family business.
- MD's and Directors in any privately owned business.
- Professional services firms who offer added value HR services to their clients.
- In-house HR Professionals in small, medium or large organisations.

Services Provided

- Customised HR processes, policies, procedures to support a business and also create a healthy business culture.
- HR Regulatory Compliance support.
- Personalised employee handbooks and employee contracts.
- Tried and trusted HR documents, letters, checklists and templates for every HR issue you are likely to face.
- HR health check (audit) to provide an expert comprehensive review of policies, practices and procedures to help identify if HR processes are adequate, compliant and effective.
- Day to Day HR support Help Desk on 'People Problems', unexpected HR issues, routine HR tasks.
- Conducting independent workplace investigations related to grievance, disciplinary, whistleblowing, employee disputes and providing unbiased reporting.
- Chairing disciplinary and grievance meetings plus appeal hearings and providing unbiased reporting.
- Poor performance and absence management solutions.
- Coaching, training and supporting dedicated/non dedicated HR staff.
- Job evaluations and salary searches.
- Salary and total compensation benchmarking systems.
- Scoping out job descriptions and job role profiles.
- Supporting new hire, employee onboarding and employee exit processes.
- Succession planning and talent management processes.
- Performance appraisal systems (including appraisal coaching and system design).
- Diversity and Inclusion strategies and Employee Wellbeing initiatives.
- Help with HR projects, HR strategy, organisational restructuring.
- Training provided to upskill line managers on **People Management Practices and HR Obligations**, such as; *Recruitment and Selection/Managing Probationary Periods/Mental Health/Performance Appraisals/Family Friendly and Flexible Working Rights/Maintaining Equality and Dignity at Work/Bullying and Harassment/Managing Issues of Racism at Work/Managing Absence and Capability/Disciplinary and Grievance Procedures/Redundancy.....* other topics are also available on request.

Meet the Team

Based in North Derbyshire, all casework is personally managed by Andrew Dalton (Chartered FCIPD), a down to earth, approachable and extremely hands on HR Professional and HR Business Partner.

As a certified Chartered Fellow of the Chartered Institute of Personnel and Development (CIPD) Andrew has successfully demonstrated and achieved the highest pinnacle in the professional standards of Human Resources and Learning and Development and has a proven track record of people expertise and business impact. He has also been a Chartered MCIPD for over 20 years and possesses over 25 years of motivational HR leadership and experience gained in Senior Management and Board Level roles in the UK and across Europe.

Andrew is a Director of Dalton HR Solutions Ltd and is bound by the CIPD's Code of Professional Conduct.

Our Approach

Our approach is simple. We rely on over 25 years of experience to quickly understand your HR needs, people issues or concerns.

We then work with you to provide a genuine hands on and personal user-friendly service to achieve business beneficial added value HR solutions and HR support processes in your **People Management Practices and HR Obligations.**

All our services are skilfully tailored to match your business needs, your work environment, your budget and your available resources.

Most of all, Dalton HR Solutions Ltd promises not to baffle you with jargon!

Fee Structure

Our affordable fee structure is shaped to suit you, so you only pay for what you need.

Our services are offered on a;

- Pay-as-you-go solutions basis (hourly or daily rates).
- Fixed fee basis for a particular project.
- Regular support retainer basis.

Why not take advantage of a FREE initial consultation now?

We are able to offer a professional service regardless of the size of your business or the complexity of your HR requirements.

Email: andrew@daltonhrsolutions.co.uk

Telephone: 0776 630 6933

www.daltonhrsolutions.co.uk