



HumanLayers HR

People Operations Simplified

Modern HR Solutions for Small & Medium Businesses

Index

HumanLayers HR combines industry expertise, innovative technology, and a client-focused approach to deliver practical HR solutions that create real business value. We take the time to understand your organisation and provide support that aligns with your objectives.

By partnering with HumanLayers HR, you gain a trusted advisor committed to simplifying people operations, reducing risk, and helping your workforce thrive.

About Us	Page 3
The Challenge	Page 4
The Cost of Ignoring HR	Page 5
Our Solutions	Page 6
HR Consultancy	Page 7
Monthly Plans	Page 8
HR Software	Page 9
Online Training	Page 11
Course Catalogue	Page 12
Why Choose Us	Page 13



ABOUT US

Expert HR Support for SMEs

At HumanLayers HR, we work with growing businesses that need practical HR expertise without employing a full-time HR department.

We specialise in:

- ✓ HR administration
- ✓ Employment documentation
- ✓ Employee relations
- ✓ HR compliance
- ✓ Manager support
- ✓ HR systems (HRIS)
- ✓ HR process implementation

Our focus is simple:

Making HR straightforward, compliant and effective.

THE CHALLENGE

Many businesses struggle with:

- Keeping up with UK employment legislation
- Managing employee issues consistently
- Creating compliant HR documentation
- Finding time for HR administration
- Supporting managers with people issues
- Implementing effective HR systems

Without the right HR support, these challenges increase risk and distract leaders from growing their business.



THE COST OF IGNORING HR

Why smart businesses invest in people operations



300

hours/year

Admin Time Wasted

The average SME wastes over 300 hours per year on HR admin — the equivalent of 7.5 working weeks spent on paperwork and data entry.



£18bn

per year

Cost of Absence

Workplace absence costs the UK economy £18 billion annually. A smart HR system helps you spot patterns early and reduce unnecessary time off.



60%

error reduction

Cost of Errors

Manual data entry creates costly HR mistakes — from payroll overpayments to missed compliance deadlines. Automation dramatically reduces risk.



↑

Tribunal cases rising

Employment Tribunals

Tribunal claims are rising year on year. Missing contracts, right-to-work checks or fair processes can cost thousands in legal fees.



33%

within 6 months

Employee Engagement

33% of new employees start looking for another job within 6 months. A professional onboarding process makes the right first impression.

OUR SOLUTIONS

One integrated HR solution that helps businesses simplify HR, reduce risk, and build a high-performing workforce.



Strategic HR Plan

Integrate HR expertise, technology, and compliance into a single solution that enables better decisions, stronger people management, and sustainable business growth.



Workforce Readiness

Equip your team with the right knowledge while managing training records in one system, ensuring employees are prepared, compliant, and audit-ready.



Reduce Risk

Protect your business by staying compliant with employment legislation through expert advice and employee training.



Efficiency

Streamline HR processes, reduce administrative burden, and improve productivity through integrated systems.



HR CONSULTANCY

HR Administration

- Employee records
- Contracts
- Letters
- Documentation
- And more

HR Advisory

- Employee relations
- Disciplinary & grievance
- Absence management
- Performance management
- And more

Projects

- Employee handbook creation
- HR Policy development
- HR Audit
- Recruitment Campaign
- Manager Training
- DBS Check Administration

Monthly Plans at a glance



Lite Plan

Best for small teams that need reliable HR administration.

Includes:

- HR documentation and employee records management
- Offer letters and contract templates
- Onboarding and offboarding administration
- Absence and leave tracking support
- HR system updates and record maintenance



Growth Plan

Operational HR support with day-to-day guidance.

Includes everything in Lite Plan, plus:

- Day-to-day HR advice for managers
- Guidance on employee relations matters
- Policy updates and HR documentation support
- Manager support on probation and performance issues
- Process implementation for growing teams



Partner Plan

Comprehensive HR support for growing organisations.

Includes everything in Growth Plan, plus:

- Recruitment administration support
- Implementation of HR processes and frameworks
- Ongoing HR operational support
- Strategic guidance for scaling teams
- Process optimisation and policy development

HR SOFTWARE

Simplify HR - Reduce Admin - Stay Compliant

Less Admin

Automated workflows

Compliance

Secure HR records

Visibility

Real-time reporting

Employee Self-Service

Better experience

Access HR anytime,
anywhere from desktop,
tablet or mobile.

On the Go



Encrypted cloud storage with
secure backups and
protected employee data.

Safe & Secure



Employees manage their own
information and requests online,
saving admin time.

Employee Self-Service



Upload contracts, policies,
certificates and employee
records, and more.

Unlimited Document Storage



A central source of truth
for all employee
information.

Core HR Database



Track absence, return-to-work
interviews, holidays and
attendance with ease.

Time & Attendance



Build a High-Performing Workforce

Create custom and meaningful reports and workforce insights.

HR Reporting



Set and communicate targets either at an individual or company level.

Goal Setting



Design tailored review processes to support development and recognise achievement.

Performance Management



Track compliance training and renewals automatically.

Training Management



Automate approvals, reminders and notifications.

Workflow Automation



Improve communication throughout the organisation.

Employee Engagement



Simplify claims, approval processes and asset management.

Expenses & Mileage



Employee data, fields and workflows set up for a smooth implementation.

Automated Onboarding



Why Businesses Choose Our HR Software

✓ Reduce administration ✓ Improve compliance ✓ Increase visibility ✓ Empower employees



Online Training

We help your organisation stay compliant and build capability across every level of the workforce.

From onboarding new employees to developing confident, effective managers, we provide structured, role-relevant training that supports both compliance and performance.

We also manage the full learner journey on your behalf, including course access administration, certification tracking, and automated welcome and reminder emails to keep learners engaged and on track.

We offer flexible volume discounts to help organisations maximise their training budget. Build a bespoke training package tailored to your workforce and benefit from significant savings as your training requirements grow.

Course Catalogue

Our most popular courses are featured on our website, but we offer a much wider catalogue covering a broad range of industries and compliance topics. A full course brochure is available.



Food
Hygiene



Health &
Safety



Safeguarding



Business
Compliance



Leadership &
Management



Social Care

Why Choose Us?

Qualified Expertise

Our CIPD-qualified consultants bring deep knowledge of UK employment law and best practice. We have access to CIPD HR-inform Pro, keeping our guidance current, practical, and grounded in real legislation.



Complete HR Solutions

From HR administration and advisory support to cloud-based HR software, managed HRIS services and user training, we provide the tools, expertise and support to help your business stay compliant, efficient and people-focused.



Supporting Small Businesses Like Yours

We understand the realities of running a small business because we are one too. Our approach is straightforward, flexible, and designed to support your growth.



Let's Build Better HR Together



HumanLayers HR

People Operations Simplified

Helping growing businesses build strong people foundations.



contact@humanlayershr.co.uk



www.humanlayershr.co.uk