

HR SERVICES FOR LOCAL COUNCILS



Our HR Services	Why LGRC?
Staffing & organisational reviews	Deep expertise in the local council sector
HR compliance, policies & contracts	Practical, implementable advice
Recruitment and role design	Experienced national practitioners
Performance management systems	Flexible, scalable support
Training & skills development	Strong value for money focus
Restructuring & change management	

A FLEXIBLE, TAILORED APPROACH

No two councils are the same. That's why we:

- Provide bespoke HR solutions tailored to your council
- Assign a dedicated director accountable for delivery
- Draw on a national network of HR and sector experts
- Scale support up or down depending on your needs

Whether you require a one-off review, ongoing HR support, or interim staffing, LGRC offers a flexible and responsive service.

PROVEN EXPERIENCE

LGRC has worked with over 100 Town and Larger Parish Councils, delivering:

- Staffing and organisational reviews
- Governance and strategic support
- Training and development programmes
- Complex change and transformation projects

Our HR and organisational work is among our most in-demand services, reflecting the growing need for specialist expertise in this area.

LGRC HR Services for local Councils



Fees 2026/27 pcm

• **Standard HR Remote Support Services**

Our Standard HR remote support service embraces:

A review / update of your existing HR documentation:

- Employment contracts
- Staff handbook
- All HR procedures and policies

Answering routine personnel and employment law enquiries from two nominated members of the Council's management team.

Developing all personnel-related, compliant individual staff correspondence that relates to disciplinary and grievance matters, medical information requests, maternity/paternity leave etc.

Providing the highest standards of professional conduct, fully indemnified by HR insurance cover.

Number of employees / job roles ¹	Monthly fee ² £
0-10	125
11-20	195
21-30	245
31-40	295
41-50	345
51-60	395
61-70	445
71-80	495
81-90	545
91-100	595

• **HR Supplementary in-Person Support Services**

All the features of our Standard HR Remote Support Service plus:

In-person meeting attendance for HR matters at a venue of the Council's choosing.

Cost – Monthly Retainer for Standard HR Remote Support Services, plus £80 per hour and expenses¹ for any required in-person attendance. Plus VAT.

• **HR Centralised Data Software System**

We can offer our clients use of the Breathe HR software system to manage HR data and processes. This is combined with bolt-on LGRC-managed system overview, or complete management, available as required.

By quotation, but very cost effective.

• **Additional HR Services from Experts in the Local Council Sector**

- On boarding for new staff members
- Performance management
- Job Evaluations by specialist practitioners
- Recruitment services by national specialists
- Mediation services by trained, accredited mediators
- Investigations
- Disciplinarys
- Training

All the above are available as stand-alone services, by quotation, with a discounted rate available to clients of the LGRC Standard HR Remote Support Services.

¹ Expenses are recharged at cost – 45p per mile for car travel, Standard Class rail fares, accommodation at a competitive local market rate. Meeting venue costs to the Council's account.