



thomascarroll
MANAGEMENT SERVICES LTD

Health, Safety and Employment Law

e info@thomas-carroll.co.uk

w www.thomascarroll.co.uk



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We provide **clear and pragmatic solutions** to help your business meet health, safety and employment law requirements.

Pictured at Wales Air Ambulance: (Left - Right) Ben Seaborne, Rhys Thomas and James Grenfell photographed with Richard Pask, Director of Thomas Carroll Management Services



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Health, Safety and Employment Law

- ▶ **Thomas Carroll Management Services specialise in providing health, safety and employment law expertise to businesses. We work with a wide range of industries in both the public and private sectors.**

As part of the Thomas Carroll Group, we are one of the UK's leading consultancies and the first of its kind in Wales to be awarded BS OHSAS 18001 for occupational health and safety management systems.

We provide clear and pragmatic solutions to help your business meet health, safety and employment law requirements.

In recent years we have moved even closer to our clients, opening offices in Swansea, Haverfordwest, Hereford and London in addition to our headquarters near Cardiff.



Kevin Price
Managing Director

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Since 2009 we have found their consultants to be highly knowledgeable and engaging. Thomas Carroll have enhanced our risk management strategies and enabled us to reduce costs.

Charlotte Lythgoe
Wales Millennium Centre



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An Innovative Approach

**Our approach is based on the principles
of empowerment and ownership.**

We will help your organisation to
develop the confidence and competence
required to implement a safe working
environment and ensure the effective
management of your human resources.

Our services will help your organisation
to stay ahead of the ever-changing
legislative world and ultimately
protect your brand and reputation.

Our Services Include

**HEALTH AND SAFETY
CONSULTANCY**

**HEALTH AND SAFETY
MANAGEMENT SERVICE**

HEALTH AND SAFETY TRAINING
Bespoke And Nationally Accredited Courses

**EMPLOYMENT LAW
CONSULTANCY**

**EMPLOYMENT LAW
MANAGEMENT SERVICE**

**EMPLOYMENT
LAW TRAINING**

Sectors of Expertise

Our team provides a wide range of bespoke services to organisations of all sizes in a variety of sectors, including:

- Care homes
- Charities and not for profit
- Construction
- Education
- Entertainment
- Electricity, gas and water supply
- Engineering
- Financial and professional services
- Hospitality
- Leisure parks and tourist attractions
- Housing associations
- Local authorities
- Manufacturing
- Museums and tourist attractions
- Port authorities
- Public administration
- Recycling and waste management
- Transport, storage and communication
- Wholesale and retail trade
- Wholesale warehousing and retail

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Thomas Carroll have provided employment law services to us for over 5 years. This period has seen our business grow significantly and the outstanding professional support has been invaluable.

Steve Doyle
ITEC Skills Ltd



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Health and Safety

Health and Safety Management Service

Our unique fixed cost management service will provide you with the framework to help your organisation manage health and safety effectively. The service is tailored to suit your individual culture, business practices and budget.

Our service will ensure that you adopt a structured and systematic approach to the management of risk. It is designed specifically to engage and empower your work force and help build a positive safety culture at all levels.

We will work with you to help ensure that your health and safety systems and arrangements are suitable for the level of risk you face. Our aim is to help you stay up to date and fit for the future.

Online Health and Safety Management System

You can also access our health and safety management system online. Our software is designed to make the process of implementing and operating your management systems accessible and straightforward.

Our web-based approach is designed to accommodate multiple users at any one time with individual passwords. It generates email reminders to designated employees when tasks are due, including notifications that are automatically created, sent and recorded.

This enables the tracking of completed or outstanding actions in a simple and transparent manner and supports continuous improvements in standards. A range of modules are available and can be chosen by you to ensure our software meets your exact requirements.

Where appropriate, each module has the relevant functionality to track the progress being made from inception to completion, with the creation of status reports as and when needed.





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The structure enables Yankee Candle to implement and manage an excellent health and safety system, with Thomas Carroll providing guidance and support

Bruce Mitchell

Yankee Candle

HEALTH AND SAFETY
MANAGEMENT SERVICE

ONLINE HEALTH AND
SAFETY MANAGEMENT
SYSTEM

HEALTH AND SAFETY
CONSULTANCY

HEALTH AND SAFETY
TRAINING



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Health and Safety Consultancy

Our consultancy service is flexible, comprehensive and tailored to address the specific needs of your organisation. It covers a number of areas, including:

- Accident investigation
- BS OHSAS 18001 support and guidance
- SSIP accreditation and support
- Fire risk assessment
- Food safety review
- Health and safety audit
- Noise survey and risk assessment
- Risk assessment support and guidance
- Stress management
- Toolbox talks
- Site inspections
- Training requirement analysis
- Culture survey
- Contractor assessment



Health and Safety Training

We run bespoke and nationally accredited training courses at our training centres throughout Wales.

Our courses can be tailored to meet the specific needs of your organisation and can also be held at your premises.

We help delegates to attain the competence and confidence to contribute to the management of health, safety and employment law in their own workplace.

We can offer you a range of training courses, including:

- Accident reporting and investigation
- Asbestos awareness
- CDM awareness
- Confined space entry
- Conflict management
- COSHH awareness
- Developing method statements
- Display screen equipment risk assessment
- Directing safely
- Employee safety awareness
- Event management
- Fire warden
- Fire safety awareness
- Health and safety awareness for line managers
- Health and safety awareness for trade apprentices
- IOSH managing safely
- IOSH managing safely refresher
- IOSH working safely
- IOSH working safely refresher
- Managing contractors
- Manual handling awareness
- Manual handling train-the-trainer
- NEBOSH national general certificate
- Needlestick and sharps awareness
- Office safety
- Managing permits to work
- Principles of risk assessment
- Representatives of employee safety
- Safe use of ladders
- Safe use of work equipment
- Stress management
- Stress management for managers
- Working at height
- Working alone safely



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MANAGEMENT SERVICES LTD

Employment Law

Employment Law Management Service

Our unique fixed cost employment law service is designed to provide organisations with peace of mind that advice is always available.

Our forward thinking and innovative approach provides you with the confidence and competence to manage human resource issues effectively.

As a demonstration of our commitment to our clients and to ensure financial security, all legal costs involved in defending a claim at the employment tribunal, including any compensation awarded, is covered in our service.

We will help you to develop your own management system which suits your organisation's procedures.

This will provide you and your team with hands-on legal assistance, support and guidance for the smooth running of your organisation.

Employment Law Consultancy

Our team has considerable experience in designing practical solutions to everyday employment issues.

We provide straightforward, pragmatic advice that can help you to resolve a specific issue, improve performance or simply manage a difficult situation. Our service is specially tailored for each client, and covers a wide range of areas, including:

- Recruitment and resourcing
- Sickness absence
- Performance management
- Disciplinarys, grievances and dismissal
- Restructuring
- TUPE
- Redundancy
- Compromise agreements
- Employment tribunal representation
- Redundancy



Pictured at Folly Farm: (Left -Right) Chris Ebworth, Director of Folly Farm
with Richard Pask, Director of Thomas Carroll Management Services

www.thomascarroll.co.uk

Client Loyalty

We always put clients first, and this has led to strong, long-lasting relationships. In a recent survey, 98% of our customers said they would recommend Thomas Carroll Management Services to other organisations.*

**Client survey conducted 2017*

EMPLOYMENT LAW
MANAGEMENT SERVICE

EMPLOYMENT LAW
CONSULTANCY

EMPLOYMENT TRIBUNAL
NO-WIN-NO-FEE

EMPLOYMENT
LAW TRAINING



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Employment Tribunal No-Win-No-Fee

Our service is similar to the No-Win-No-Fee service offered to employees. It is designed for situations where an employment tribunal claim is being pursued against a business.

Our confidence in our team's ability to secure a successful outcome for your organisation enables us to provide this unique and cost effective service.*

Employment Law Training

We run a wide range of employment law training courses that can be tailored to the specific needs of your organisation. Our aim is to provide delegates with the skills and knowledge to manage human resources effectively.

- Absence management
- Age discrimination
- Compensation and settlement in the employment tribunal
- Disability discrimination
- Employment law awareness for managers
- Employment law essentials
- Managing disciplinaries and grievances
- Recruitment and selection
- Race discrimination
- Unfair dismissal

**Terms and conditions apply for eligibility.*



Pictured at Corgi Hoisery: (Left-Right) Kevin Price, Managing Director of Thomas Carroll Management Services, Chris Jones, Corgi Hoisery and Richard Pask, Director of Thomas Carroll Management Services

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MANAGEMENT SERVICES LTD

Our People

**We employ the highest
calibre of consultants
and employment
law specialists.**

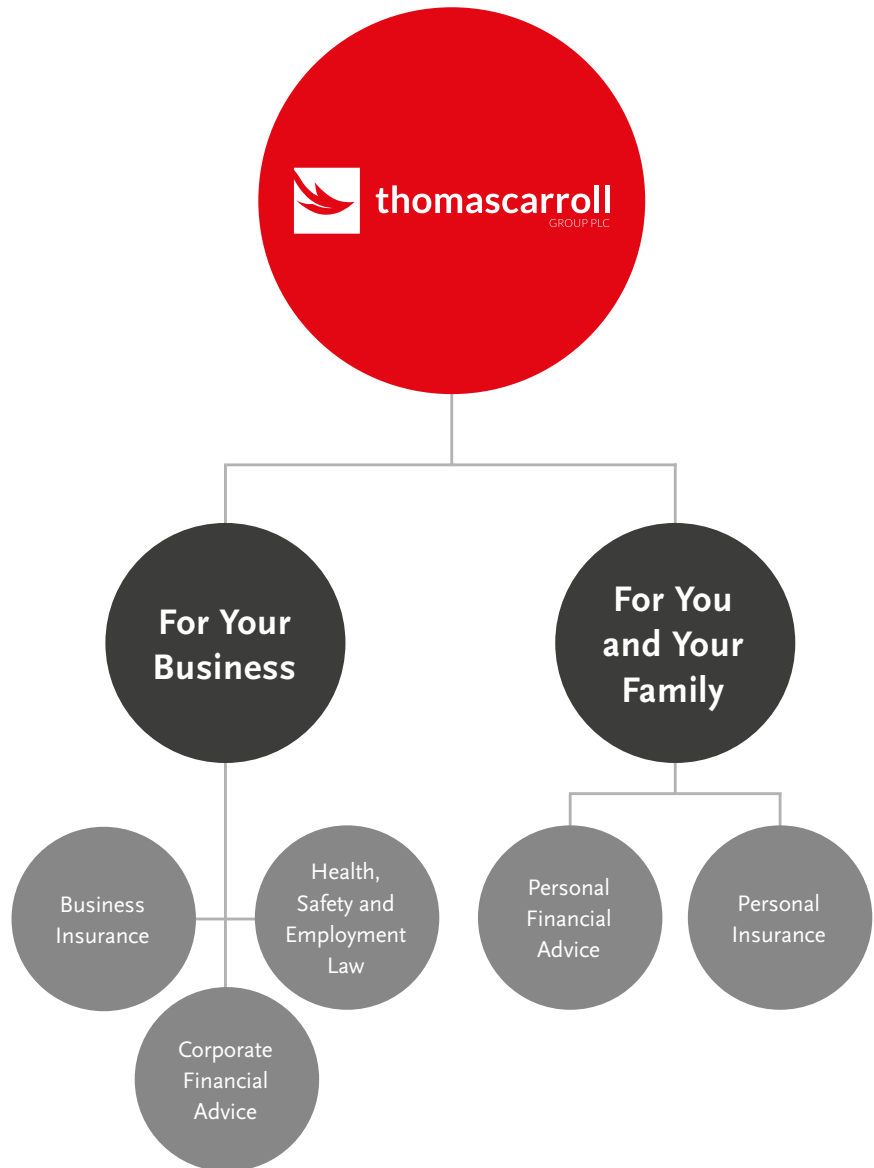
Our health and safety consultants are Chartered members of the Institution of Occupational Safety and Health (IOSH) or the International Institute of Risk and Safety Management (IIRSM). They are also listed on the Occupational Safety and Health Consultants Register.

Our multi-disciplined employment law team consists of highly qualified barristers, litigators and employment lawyers.



Enjoy our **Group Approach**

As a client, you can
enjoy access to a family
of integrated services
provided by Thomas
Carroll Group plc.



For You and Your Business

Business Insurance

Our health and safety services fully dovetail with our Chartered insurance broking activities. Implementing a health and safety programme not only satisfies regulatory requirements, it can reduce your liability insurance premiums.

Personal Insurance

We provide a complete Chartered personal insurance solution for you and your family.

We have been managing personal insurances of directors, business owners and employees for many years.

Corporate Financial Advice

Our award-winning team of specialist Chartered financial advisers are at the forefront of their profession, with in-depth knowledge of the financial market.

We can help you and your employees to find optimum financial solutions, whatever your needs, from pension schemes and auto enrolment to business protection.

Personal Financial Advice

Our team of leading experts can offer you the highest standard of advice on all aspects of wealth management, retirement planning and investment.

We will work with you to understand your requirements and agree on investment propositions which best serve your interests and future aspirations.



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Contact Us

Further Information

We would welcome the opportunity to meet you and discuss, without obligation, the support that you need.

To find out more about our services or to organise a preliminary meeting please contact:



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