

HR solution for the legal sector

Access has worked with many legal firms ranging from city-based, full-service law firms to local practices supporting owner-managed businesses to help implement an HR solution that meets individual firm's specific needs. To date, more than 40 firms in the legal sector already use the flexible and scalable SelectHR system.

With SelectHR, you can improve how you hire, manage, develop and reward your employees to ensure you have the right people to support your firm's growth. Our comprehensive solution allows you to optimise fee-earners' performance, automate manual, repetitive HR tasks and increase efficiency through self-service.

“SelectHR has saved a phenomenal amount of paperwork and data entry... it has become second nature to everyone here.”

Joan Wixey
Cripps Harries Hall LLP



Over 40 UK legal practices are Access customers

Hill Dickinson

Cripps Harries Hall

Boodle Hatfield

Dundas & Wilson

Berwin Leighton Paisner

Harbottle & Lewis

Finers Stephens Innocent

Payne Hicks Beach

Our established track record in the legal sector helps you to deploy this organisation-wide, people-based solution that's tailored to your needs and makes it easy to manage your talent.

Business challenges

The changing legal landscape is bringing new challenges for legal firms and with it the need for greater focus on people and talent management. Deregulation and the commoditisation of the sector, due to the introduction of the Legal Services Act, will draw new entrants, including large commercial brands, into the marketplace increasing competition for the best lawyers.

With further sector consolidation and the option of alternative business structures (ABS), the bid to remain competitive is high on most firms' agenda. Coupled with the fact that firms are moving away from the traditional partnership model to a more commercially oriented environment, staff require alternatives to the traditional equity stake. Tackling these changes extends beyond the financial impacts to human capital management.

How Access can help:

HR administration – a single store for every detail on your current people and prospective employees means less time spent on transactional matters and more time on HR strategy and succession planning.



“My intentions for the future will be much better served with the flexibility available in SelectHR.”

Jane Walker
Hill Dickinson LLP

Recruitment & selection – manage the whole process online, including web access for candidates and agencies, so you can focus on attracting the best talent.

Learning & development – CPD management and online training course administration. We cater for multiple jurisdictions, allowing everyone from barrister to trainee to easily record on-going learning, reporting, for example, CPD hours to complete, and fulfilling the requirements of member bodies.

Self-service – through an intuitive online user interface, legal professionals can log their own timesheets, request holidays and fill in appraisal forms, cutting down on paperwork and the rekeying of information.

Workflow – build custom processes to cater for any activity such as allowing staff to easily approve holidays and training as well as manage absences.

Document management – fully searchable, central document storage that allows secure access to relevant employee and non-employee specific documents, from contracts and job descriptions to policies.

Reporting & business intelligence – identify and analyse fee earners, secretary: partner ratios and part-time staff as well as turnover, headcount, absence, training needs and staff retention. Capitalise on the expertise of your legal professionals and identify skill gaps and opportunities.

Payroll – SelectHR offers a straightforward data import into your existing payroll or bureau software. Alternatively, we can provide a fully integrated inhouse HR and payroll solution with SelectPay.

Benefits to your firm

How can implementing a fully functional HR system from Access help your firm?

- Higher staff retention rates and improved personal development.
- More recruitment managed in-house: cutting agency fees and efficiently using your own database.
- Reduced time taken to replace fee earners.
- Higher employee productivity: automate your paper-driven, manual and repetitive tasks.
- Reduced appraisal time.

Why Access?

We are a specialist provider of HR and payroll software to the legal sector, helping you to harness the talent, experience and skillsets of your team, gaining better return on investment from your people.

Having worked with many law firms, our team has an in-depth knowledge of the HR needs within the profession and understands the changing dynamics of the legal sector.

About Access

We are a software author with over 20 years' experience of providing integrated HR, payroll and finance solutions to a broad range of industries. Our consulting service operation consists of fully accredited consultants, experts in their field, operating across the UK and Ireland.

A £50 million investment by private equity firm, Lyceum Capital, in 2011 marked a significant step change in the speed and scale supporting the business' expansion through organic growth, by accelerating product development and in-depth sector specialisms, and complemented by carefully selected acquisitions.

Access' notable rating among the top 5 fastest growing UK software developers in The Sunday Times Buyout List 2012 is a further endorsement of our business stability and solid track record.

Our on-going commitment to excellence, our customers and our people placed Access among the top UK employers in The Sunday Times 100 'Best Companies to Work For' and has helped us win a host of prestigious awards including the SIFT Media Software Satisfaction Award for 'SME Human Resources & Human Capital Management'.

Further information

For more information on any of our solutions please telephone us on **01206 322575**, email **info@theaccessgroup.com** or, alternatively, visit our website at **www.theaccessgroup.com**