



TRAVERS SMITH

EMPOWERING EMPLOYEES
AT LONDON LAW FIRM

TRAVERS SMITH LLP

Background

Travers Smith is a full-service law firm employing over 750 people with offices in London and Paris. The firm's business comprises the following main practice areas: Commercial, IP & Technology, Competition, Corporate M&A and ECM, Dispute Resolution, Incentives & Remuneration, Employment, Environment & Operational Risk, Finance & Restructuring, Financial Services & Markets, Funds, Pensions, Private Equity and Financial Sponsors, Real Estate, Regulatory Investigations and Tax.

What was needed?

Until Travers Smith began working with Access, its 14-strong HR team used what could be described as a 'grey' piece of legacy software with limited functionality, other than data entry.

A reliance on manual processes, including paper absence request forms, meant everyday tasks were time-consuming in a company of this size. Data was also limited in scope and quality, making it difficult to report on key HR data such as absence, attrition and pay.





Solution and implementation


Like many HR professionals, the team wanted to bring payroll and HR functions together on one platform, gain quality data, ensure compliance, remove manual processes and reduce the risk of error.

During the tender process, they looked at a number of solutions before choosing **SelectHR**. What impressed them most was its functionality, particularly the reporting tool, and the fact that it could be configured to meet their needs. According to the firm's HR and MI (management information) specialist Erin Green:

“SelectHR has excellent functionality, it is highly configurable and with very few limitations. It allows us to quickly and accurately report on headcount, absence, attrition and diversity.”

The HR team also wanted to make it as easy as possible for their busy partners, lawyers and employees to use self-service via the online self-service portal. SelectHR allows users to request holiday, access payslips, and to view and update their personal details from wherever they are using a web-enabled system, with single sign-on access.





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Results

With the new HR software in place, the HR team have been able to save time and tap into valuable employee data, as Erin explains:

“We value the employee self-service functionality, which is widely used across the firm. We now have a comprehensive central data repository to hold all employee data, where we can track and report on data and automate processes that save us time, improve accuracy and reduce errors.”

SelectHR also supports compliance with company policy and employment regulations by automating tasks and generating automated email notifications. As an example, when a non-UK national

requiring a work visa joins the firm, the expiry date is stored in the system, which then sends an email notification to the HR team, when action is required.

Additional benefits of the system include enabling HR to manage sickness absence more effectively and flagging when a new starter is coming to the end of their probationary period (via an automated email notification). The system also provides a platform for employee surveys to be conducted online, such as the firm’s online diversity survey.

Erin concludes:

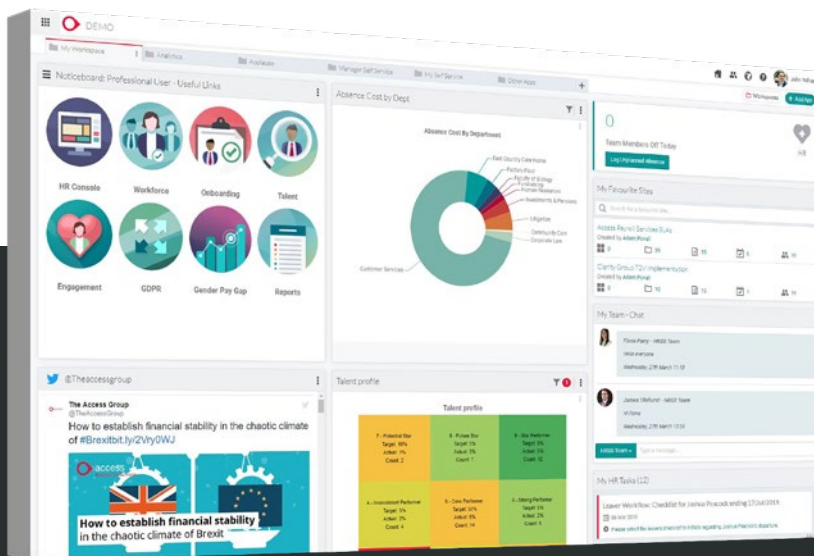
“We now have more time to spend on more strategic work, projects and activities including ones which support improving employee engagement, performance and management.”

Working with **Access**

“Our account manager is very good and, as a company, Access is a great company to work with. They hold annual events, which I have always found very useful, informative and engaging and I look forward to continuing to work with Access in the future.”

Erin Green, HR and MI (management information) specialist at Travers Smith LLP

The Access People Management Suite supports HR professionals to acquire the best talent, instil a culture of positive employee engagement and retain the best people. Delivering everything from recruitment and onboarding, through to HR management, payroll, and learning and development, all brought together through a single platform, Access Workspace.



For more details on Access Workspace for people, visit:

or

to see how different people in your organisation can use our software.