



## Case Study

### HR Advisory Service

#### Sheffield Alcohol Advisory Service

Nicola Smith, Director of Sheffield Alcohol Advisory Service (SAAS), has worked with VAS's HR Advisory Service for a number of years. As SAAS has grown, this support has become increasingly important to the organisation.

Nicola explains, "Recently we have had to undertake a restructure in response to a new service level agreement, which has caused us some sensitive HR issues to manage. Flora, one of VAS's HR Advisors, has supported me throughout this whole process, from preparing documents and drawing up job descriptions, to ensuring that we are following a clear process and complying with employment laws."

Nicola says, "Knowing that somebody is there to check things, and to make sure we aren't contravening employment law, has been incredibly valuable to me. Without this support I would have found this experience much more stressful than it has been."

Nicola fully appreciates the value and impact that VAS's HR service can have on groups and organisations, which is why it has become part of SAAS's strategic plans; "We will shortly be working with Flora to revise all of our policies and procedures, which I think is something voluntary and community organisations have traditionally struggled with."

Nicola adds, "It's about minimising risk – taking responsibility as employers to ensure that we follow good practice, adhere to legislation, and that things are done properly."

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