

SHREWSBURY BUSINESS IMPROVEMENT DISTRICT

EMPLOYMENT SUPPORT SERVICE – COVID 19

Bennett Briegal LLP, a law firm based in Shrewsbury and Warrington, has agreed to offer Shrewsbury BID members a series of practical support measures. Please read this factsheet to ensure that you get the most out of the scheme and that you help Bennett Briegal LLP deal with matters efficiently so that they can help as many members as is practicable in these unprecedented times.

The BID Scheme

The scheme is aimed only at those who employ other people.

If you want advice on other legal areas, such as shareholder rights or partnership agreements, Bennett Briegal LLP will be able either to assist you or give you links and options for advice outside of their own areas of expertise because, for example, they do not undertake property work or wills and probate matters.

Supporting BID Members who are Employers

If as an employer you want to understand how to access the government schemes then first read the information shared in the scheme factsheets which have been compiled to give you an overview of the schemes.

If you then need personal support this can be arranged by way of a video conference call using Zoom or Microsoft Teams lasting not more than 20 minutes (or by telephone if you prefer). Each member of the Shrewsbury BID can access up to two sessions per calendar month during April, May and June 2020 and the support will be covered by the arrangement between Bennett Briegal LLP and Shrewsbury BID.

If the work is outside of employment law, or if you need greater support than is available under the membership scheme, this can be arranged, but it is not anticipated that this will be common place.

Please note that the service must be accessed first by emailing BDSupport@BennettBriegal.co.uk to arrange a mutually convenient time.

When you email seeking support please include the following information:

- a) Your business name (both trading name and any company name);
- b) Whether you would prefer a video call on Zoom, Microsoft Teams or a telephone call;
- c) How many employees you currently have, and how many may be affected by your queries;
- d) A sample of the contracts of employments which you have in place;
- e) A contact name for the individual Bennett Briegal LLP will be speaking to;
- f) A summary of your query or objective. This should be no more than two paragraphs of not more than 50 words.

The service is aimed at giving practical advice to employers specific to Covid-19 and the current challenges.

When Bennett Briegal LLP receives your email containing the above information, your email will be reviewed and an appointment will be offered by email return (in office hours) within 24 hours in most cases Monday to Friday. The service will include same day appointments where practicable, but clearly the volume of members who will wish to access this service is currently uncertain and the

purpose of asking for a summary of your specific queries is in order to triage the most important cases and to get support to Shrewsbury BID members who need it the most at the earliest opportunity.

The advisory sessions will talk you through the options and ask you what option you would prefer to adopt. The guidance will be practical with a focus on helping you implement a solution yourself, possibly using template documents that we have commissioned from Bennett Briegal LLP and which they can share with you.

In order to make the most of the scheme we encourage all members to follow the requests above to ensure that they get the best support possible and that the support can be provided in a timely and very focussed way.

In the event of an emergency Bennett Briegal can be contacted on 01743 818319. Please note this will be answered by a non-lawyer, but if you do not have access to email then contact can be made to arrange a consultation in this manner.

Shrewsbury BID members are encouraged to read the basic guidance on the core schemes offered by the government to support employers facing the Covid-19 challenges before requesting support as that will enable the discussions to be more effective. There is one on each of the following:

1. Employee retention scheme;
2. Support for self-employed through the self-employment income support scheme;
3. Statutory sick pay changes;
4. Furloughing employees and other options such as lay off and redundancy.

Please note that Shrewsbury Business Improvement District Limited is a client of Bennett Briegal LLP and the support available is therefore advisory in nature as a membership benefit rather than a direct instruction by your business, or you personally, of Bennett Briegal LLP. This means that you will not become a client of the law firm nor will you be liable for their fees unless you make a specific request to go beyond the scheme available and agree a separate retainer with them in writing.

This service is therefore free to access to Shrewsbury BID members only and those seeking support will need to prove they are members of Shrewsbury BID before advice can be provided. This will typically be done by verifying membership with the Shrewsbury BID membership list.

In the event that you have any question or query, about the scheme and/or your membership of Shrewsbury BID please contact Stephanie Mansell-Jones, Business Liaison, Shrewsbury BID, on 07715673157 or by email Stephanie@ShrewsburyBID.co.uk