



Health & Safety, HR, Environmental & Training Solutions

**We help protect your business, keep you
compliant and give you peace of mind.**

Get those crucial business services taken
care of with one trusted partner.



**Craven
Consultancy
Services**

Outsourcing your HR, H&S, Environmental & Training can save you time & money. We guide you to protect & support your business & people.

“

We've recently partnered with the exceptional team at Craven Consultancy Services, and it has been a fantastic experience from day one! Their warm welcome made us feel like part of their family-oriented business immediately. For us, being supported by a local business that values community and cares deeply about their clients' well-being was paramount.

Craven Consultancy Services not only meets but exceeds our expectations in providing top-notch support in HR and Health and Safety. They are genuine, down-to-earth people who truly understand our needs as an SME. Highly recommend them to anyone looking for reliable support and a caring team!

”

Sam Gallagher
Gallagher Family Funeral Directors

“

Fantastic advice, my client said that the risk assessments Craven Consultancy Services supplied them were “the best she's ever seen” every area and risk was covered. Communication from Craven was superb, any questions were answered on the same day. I wouldn't hesitate to recommend Craven Consultancy Services 5 star service.

”

Chris Dickson
The Lawn Ranger

Welcome

Craven is a forward-thinking consultancy dedicated to helping SMEs thrive. We provide specialist support in **HR, Health & Safety, Training and Environmental management**, giving businesses clarity, compliance and confidence without the cost of an in-house team.

Our Mission

To deliver exceptional value while supporting local businesses and communities. We combine innovation, people-first service and long-term thinking to set new standards in sustainability and business excellence.

What We Do

Health & Safety – audits, risk assessments, inspections, compliance systems and training.

HR Support – contracts, policies, employee relations, wellbeing and culture.

Training & Development – leadership, onboarding, mentoring and E-Learning.

Environmental Support – policies, risk assessments, training and independent reviews.

Our Principles

Diversification – a range of services to meet complex SME needs.

Continuous Improvement – 90-day planning cycles to drive results.

Customer First – digital tools combined with personal service and trusted relationships.

Relationships & Community

Strong, lasting relationships are at the heart of how we work. We build trust with clients through exceptional service, free value-adds such as growth guides, blogs, newsletters, and ongoing support that grows as their business grows. Our wider community work includes charity partnerships, wellbeing initiatives and our networking events which connect and celebrates local businesses.

Our Values

Communication • Innovation • Trust
• Leadership • Passion • Positivity •
Reliability • Quality • Accountability •
Collaboration • Wellbeing

Work With Us

We are more than consultants, we are partners in your growth. Whether you need support with compliance, training or building a stronger workplace culture, we are here to help you move forward with confidence.

Here to support you,
Team Craven

Craven Services



Health & Safety

Health & Safety can often feel overwhelming — especially for SMEs where time and resources are stretched. Getting it wrong can lead to serious consequences, from costly fines and reputational damage to potential legal action or harm to employees. Health & Safety compliance is a specialist area that demands expert knowledge.



HR

We know how time-consuming HR can be and getting it wrong can be costly and disruptive to your business. We help & support you & your business to create a positive & happy workplace, where your people love to work. We strive to improve operations & positively empower your people who keep your organisation growing.



Environmental

Environmental responsibility is now a business essential. Our services help SMEs and larger organisations put the right foundations in place — from clear environmental policies and tailored risk assessments to practical workforce training and independent audits.



Training Solutions

Our tailored solutions provide all the necessary training to support and enhance your business. Once you have seen what we have to offer, don't hesitate to get in touch and we will be happy to get you set up with your E-Learning solution.



HR & Leadership Training Solutions

For Senior Leadership Teams, Managers & HR Professionals. Helping businesses strengthen their foundations, navigate change, and create resilient, thriving workplaces where people and business goals align. We love working alongside organisations that share similar values, embed continuous improvement, and build positive, people-first cultures.



Software

Every business has different requirements and we have a variety of software to offer. Sometimes our clients will utilise more than one option to complement one another. Read more about our software or give us a call to discuss it further.



I'd just like to take time-out following the latest lightning-speed RAMS you have helped us with - to thank you once again for your ongoing first class H&S support for Vista Facilities. We have had the reassurance of Craven Consultancy Services providing professional advice and support for a number of years now and plan to continue doing so. In our works we represent high profile corporations, government departments, healthcare settings and all have extremely high expectations that we must meet. We are always pleased to know we can depend on your excellent support to help us deliver successfully against such stringent demands. We would very readily recommend your great support services to other organisations.

Andrew McCreadie
Vista Facilities



We offer Health
& Safety services
without the
clipboards!



By outsourcing your H&S, you get the benefit of a qualified and experienced H&S expert without the expense of an in-house H&S department. By understanding the specific operations, processes, and risks associated with your business we will develop safety solutions that are tailored to the organisations needs.

“

Put simply. If you are trying to navigate the mine field of health and safety, look no further than Craven Consultancy Services. They are a pleasure to deal with, super efficient and explain everything clearly and concisely. They were recommended to me and I will certainly be recommending them to others.

”

Justin Swingler
Asset 22



Health & Safety

Outsourcing H&S allows businesses to free up valuable time and resources for businesses to focus on their core operations. By entrusting H&S to experts, businesses can ensure that their operations are in compliance with regulations and standards, while simultaneously optimising their efficiency and productivity.

We cover:

- H&S Audits
- Health & Safety Policies
- Incident & Accident Investigation
- Risk Assessments
- COSHH Assessments
- Fire Risk Assessments
- Site Files
- Site Inspections
- SSIP Accreditations
- Toolbox Talks
- Training & Development
- Environmental Policies
- Face Fit Testing
- ISO Accreditation
- Assistance with HSE Enforcement Notices

“

For safety is not a gadget but a state of mind.

”

Eleanor Everet

We have various Health and Safety Support Packages to suit your particular needs

Please get in touch to discuss your options on
01756 860 600

Our Health & Safety & HR Compliance Toolkit is a perfect solution for ensuring your company compliance, or alternatively we can offer a retainer package for your 'peace of mind'

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-services/health-safety-services





HR

We help & support you & your business to create a positive & happy workplace, where your people love to work. We strive to improve operations & positively empower your people who keep your organisation growing.

We cover:

- Annual Policy Review & Updates
- Annual Review & Gap Analysis
- Change Management & Organisational Design
- Company Policies
- Company Wide Stress Risk Assessments
- Data Protection & GDPR Audits
- Employee Handbook
- HR Casework
- Pay & Reward
- Performance Management
- Quarterly Meetings
- Recruitment & Selection
- Redundancies & Restructures
- Teambuilding
- Workplace Wellbeing



“

We have been using Craven Consultancy Services for a few months now and it has been a huge efficiency saving for us. The HR software is super easy to use and speeds up many of our processes including inductions. Our main driver for looking for external HR services was to have dedicated professional advice - All the team at Craven Consultancy Services is fantastic and very knowledgeable. Communication is key in any B2B interaction, & they laid out the road map for our HR journey in clear goals and actions whilst providing bespoke documents and clear advice along the way. Would absolutely recommend Craven Consultancy Services!

”

Richard Wiggall
Part B

By outsourcing your HR we take the time to really understand your business, helping you make the best decisions for your business & your people.

We are passionate about partnering with you to understand your specific needs and challenges, and then developing solutions that drive meaningful results.



We support you with practical advice for a wide range of HR and people related matters.

Please get in touch to discuss your options on
01756 860 600

“

To win the marketplace, you must first win the workplace.

”

Doug Conant

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-services/hr-services





Environmental

Whether you're an SME or a large organisation, environmental management is becoming a crucial part of how businesses are evaluated, both legally and competitively. From legal compliance to tendering for new contracts, more and more clients require evidence of clear environmental policies, tailored risk assessments and ongoing training.

What we offer:

We can offer tailored, cost-effective solutions to help you meet your environmental obligations confidently:

- **Environmental Policy – Bespoke to your business**
- **Environmental Risk Assessment – Site & Workplace – task specific**
- **Environmental Training – Practical training for your workforce**
- **Standalone Environmental Audit – Independent review of your systems**
- **Complete Environmental Toolkit includes all of the above, custom-built for your organisation.**

Environmental responsibility is no longer optional it's essential.



By evaluating the way we work and implementing effective environmental procedures, every business regardless of size can make a meaningful contribution to protecting the environment.

“

Our environmental services provide the essential foundations for businesses working towards ISO 14001 Environmental Management accreditation. By implementing clear environmental policies, tailored risk assessments, practical workforce training, and independent audits, we help you demonstrate proactive environmental responsibility. While we are not ISO certification specialists, our services prepare your business to meet key requirements and confidently progress toward ISO 14001 compliance.

”



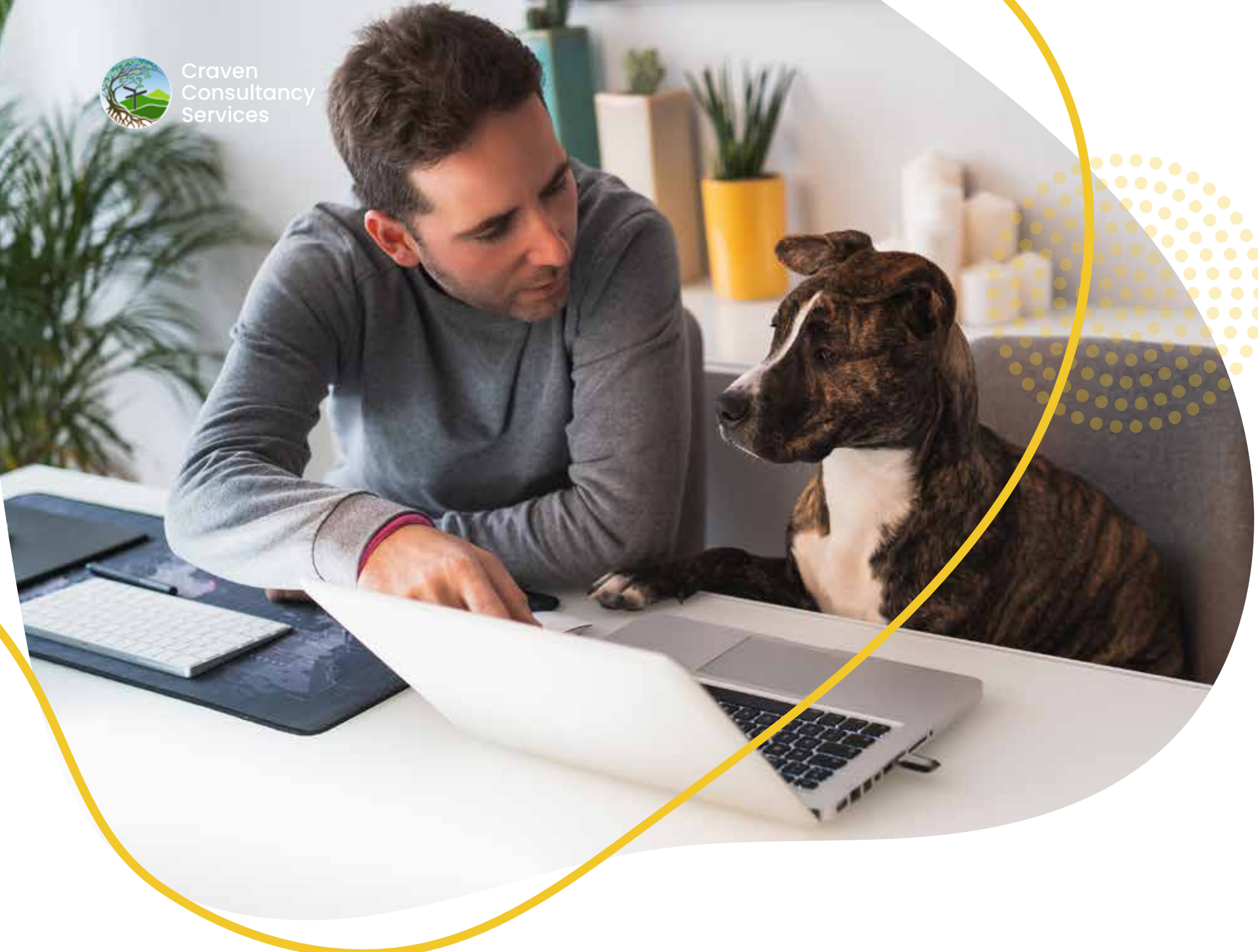
We'll undertake a robust Environmental & Sustainability Policy and advise and guide you on how best to implement it within your business.

Please get in touch to discuss your options on
01756 860 600

A policy will only be effective if you and your employees act upon it and follow it. We can adapt our packages to suit your particular needs, just get in touch to discuss the options.

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-services/craven-safety-services/environmental-services/





E-Learning Courses

Empower your people & your business with our E-learning solutions. Our engaging courses can be taken at any time, in any place and on any device. All courses are approved and priced to offer the best possible value to your business.

Our training programmes are professionally recognised by leading organisations including the Institute of Hospitality, CPD Certification Service, ILM, IOSH, Gatehouse Awards, IATP and more.

We cover:

- **Business & Leadership**
- **Building Related**
- **Environmental**
- **Fire Safety**
- **First Aid**
- **Food Safety**
- **Hair & Beauty**
- **Health & Safety – Mandatory & Statutory Training**
- **HR/People Management**
- **Mental Health First Aid**
- **Induction (Onboarding)**
- **Health & Social Care**
- **Hospitality**
- **Mental Health & Wellbeing**
- **NVQs**
- **Occupational Health & Wellbeing**
- **Security**

“

Continuous learning is the minimum requirement for success in any field.

”

Brian Tracy



“

The suite of courses I undertook, were well constructed and easy to follow for all levels of knowledge and experience. Useful both for acquisition and CPD knowledge. The course content was well planned with great support if required!

”

Steven Glass
Part B.

Start to make learning & development a key part of your organisation's positive culture.

Discover our comprehensive range of fully approved, interactive video E-Learning courses, designed to equip you and your employees with the training and qualifications you need.

Our tailored solutions provide all the necessary training to support and enhance your business.

Once you have seen what we have to offer, don't hesitate to get in touch and we will be happy to get you set up with your E-Learning solution.

We offer discounts to all charities & CIC's, please get in touch to chat with the team.



Certified | Creative | Convenient

Know your legal responsibilities

Our mandatory and statutory Health & Safety courses provide a quick and cost-effective way of working towards compliance.

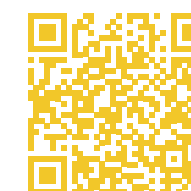
Scan the QR code to know the legals



We have various bundles & subscriptions available to train up your whole team

Please visit us online to find out more

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/e-learning





Leadership Training

Helping businesses strengthen their foundations, navigate change, and create resilient, thriving workplaces where people and business goals align. We love working alongside organisations that share similar values — those ready to move to the next level, embed continuous improvement, and build positive, people-first cultures.

“

Growth happens when people are empowered to lead, learn, and belong.

”



“

Craven Consultancy Services provided excellent, efficient, and prompt service. Their professionalism and responsiveness made the entire process seamless. Highly recommended for anyone seeking top-notch HR support. Thank you.

”

Gillian Polyhos
Olive Lounge Travel

From strategy to day-to-day management, our live and online training options help leaders drive change, build confidence, and shape thriving, legally compliant workplaces. Delivered remotely

or face-to-face, our sessions are engaging, practical, and aligned with the real challenges facing modern employers.



Support
your senior
leadership and
HR teams to lead
transformation,
improve systems,
and align people
with purpose.

Please get in touch to
discuss your options on
01756 860 600

Scan the QR code or visit us at:
[www.cravenconsultancyservices.co.uk/
our-services/hr-services/hr-leadership-
training-programmes/](http://www.cravenconsultancyservices.co.uk/our-services/hr-services/hr-leadership-training-programmes/)



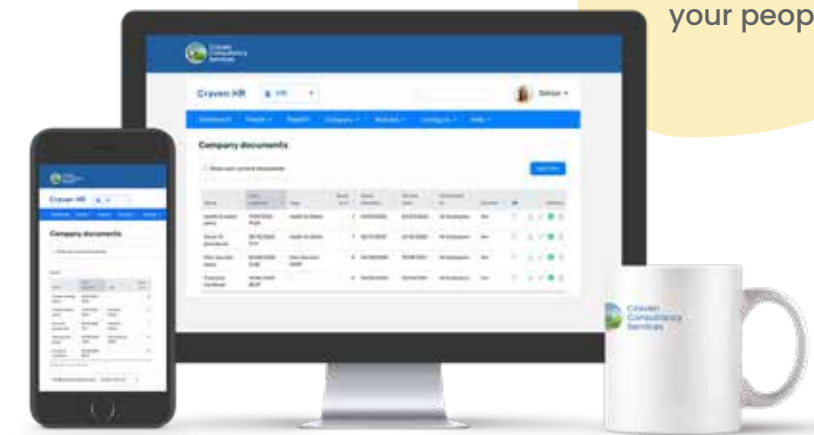


Get it off your
desk and safely
into the cloud

Software

We have both Health & Safety and HR Software options available. Every business has different requirements and we have a variety of software to offer you. Sometimes our clients will utilise more than one option to complement the other, giving you that competitive edge and allowing you time to concentrate on other things.

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-software



Modern
software for
your people



HR Software:

Better use of your time

Streamlines and automates those repetitive and time-consuming people management tasks

Stay Secure, GDPR Compliant

Less risk, all your employees' data safely in one place

Welcome new employees

Create onboarding new starter checklists, send out offer letters and contracts

Engage your staff

Self Service – Give your people a system with their data, they can access anytime, anywhere

Cloud Ecosystem

HR software that links to Xero and Quickbooks

Make payroll painless

Run your entire payroll in just 5 simple steps

Easy to use & mobile friendly

Access information quickly, anytime, from anywhere

Competitive edge

Stay ahead of competitors and attract and retain top talent

Other additional HR modules:

Expenses, rota, time & attendance & recruitment module options

H&S Software:

24/7 cloud portal

Review checklists & incidents, with 24/7 access via the cloud

Risk assessments

Complete risk assessments quickly and easily with our bank of templates and suggested control measures

Real time reporting

Stay informed with real-time notifications & reporting

Works where you work

Usable on mobile and tablet with our iOS and Android app

Saves time

By automating processes and assigning tasks to individuals

Record keeping

Ensure that equipment and machinery is kept up to date within sections and services

For more information
on our software,
don't hesitate to
contact us on:
01756 860 600



Combo H&S & HR Retainer

Perfect for small, medium &
start up businesses

Start with one of our
packages to suit your
needs, and add on
services as you go.

“

We have worked with Craven for the past fourteen years and they have been heavily involved in our health and safety needs providing expert advice relating all aspects of the Estate. Craven have been very instrumental in providing an online system which we find a great asset to our business in providing risk assessments, method statements, COSHH assessments and keeping our employees up to date with training. Craven are now looking after our HR requirements. They are leaders in this area of the business and are very knowledgeable and quick to respond either by phone or email, and the advice they give us is invaluable. I would therefore recommend Craven to any business who needs support to any HR issues.

”

Wendy Bateman
Broughton Sanctuary

Our 'Peace of mind' Health & Safety & HR Retainers are a perfect solution for ensuring your company compliance and reducing the risk of any potential litigation.

We work alongside you to protect your business & your people to build a great business foundation; focusing on continuous improvement, a safe working culture & risk management. We are more than happy to discuss a bespoke retainer that fits your business. All of the benefits

of an internal HR & H&S department at a fraction of the cost. Start with one of our packages to suit your needs, and add on services as you go. We can also adapt our Health and Safety Support packages to suit your particular needs, just get in touch to discuss the options.

H&S

- Competent Person & Personal Health & Safety Advisor
- Helpline & Email Advice
- Annual Review & Gap Analysis
- Quarterly Meeting – Face to Face or Remote
- H&S Mini Audit
- 5 E-Learning Courses (exc. Premium)
- H&S Policy
- Templates & Toolbox Talks
- Assistance with Risk Assessments
- COSHH Assessments
- Monthly H&S & HR Newsletter

HR

- Personal HR Business Partner
- Helpline & Email
- Annual Review & Gap Analysis
- Quarterly Meeting – Remote
- HR Audit & Action Plan
- People Advice, Coaching & Solutions
- Contract/s of Employment
- Employee Handbook
- Statutory HR Policies & Procedures
- Bespoke Company Policies
- Workplace Wellbeing Toolkit
- Monthly HR & Health & Safety Newsletter



Compliance Toolkits

Our toolkits are a great option for small businesses to stay up to date with Employment and Health & Safety Laws.

“

As a growing business, we specialise in Escalators and not HR; therefore we reached out to Craven HR. They gave us the correct legal advice and support, giving us peace of mind, to protect our business and our people. CSS confidently provided us with an external and independent perspective. It is great to be legally compliant and reassurance from Craven HR that our company documents are current and up to date.

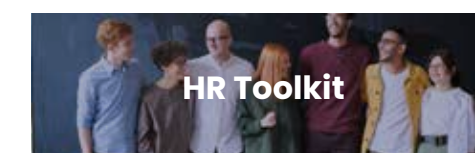
”

Ian Jolly
IJ Escalators

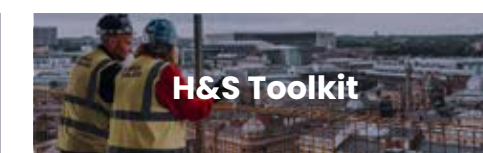
Our Health & Safety & HR **Compliance Toolkit** is a perfect solution for ensuring your company compliance, or alternatively we can offer a Retainer Package for your ‘peace of mind’

Our Toolkit provides you with the necessary advice and guidance from our Health and Safety Advisors to help you to manage your own health and safety as well as the health and safety of the people who work for you, your clients, and others such as the public. The toolkit also acts as a signpost to more detailed advice.

SME's have a unique challenge of needing to navigate various employment laws while growing their company with minimal resources. Our HR Professional can help reduce the risk of any potential litigation and help you avoid common pitfalls with these laws, keeping your business safe from unnecessary risks and costly penalties.



HR Toolkit



H&S Toolkit



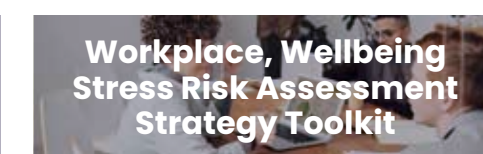
**H&S & HR Combination
Compliance Toolkit**



**Health & Social
Care Toolkit**



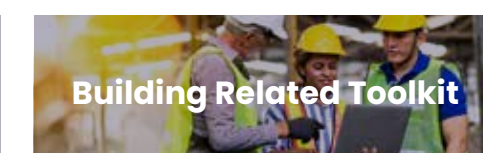
Hospitality Toolkit



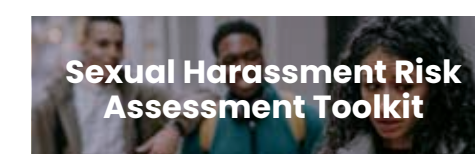
**Workplace, Wellbeing
Stress Risk Assessment
Strategy Toolkit**



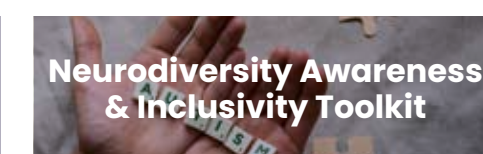
Hair & Beauty Toolkit



Building Related Toolkit



**Sexual Harassment Risk
Assessment Toolkit**



**Neurodiversity Awareness
& Inclusivity Toolkit**



Organisational Design & Change Management

The right organisational design and structure with effective and efficient operational systems and people practices is essential for any business to thrive and grow – it is the foundation on which success is built.

When organisational design is effective it can have a number of benefits, including:

- ✓ Increased efficiency
- ✓ Faster and more effective decision making
- ✓ Improved quality of goods and services
- ✓ Higher profits
- ✓ Safer working conditions
- ✓ Better customer relations
- ✓ A happier, healthier and more motivated workforce
- ✓ Greater preparedness for future challenges

Through the use of recognised process mapping and strategic management tools, our experienced and approachable HR team can transform your business. We'll work with you to understand your current state, and where you want (and need) to be, and then develop a plan to help you bridge that gap. Our expertise in change management, internal communication and employee involvement techniques will help you achieve a people structure and systems framework that supports you to achieve your strategic goals.

“

Outstanding support from Craven, I can't recommend them highly enough. From the very beginning, they've been professional, approachable, and incredibly effective in helping us navigate a range of HR matters. They are all knowledgeable, responsive, and genuinely invested in supporting our business.

They take the time to understand our needs and offers practical, tailored advice that has made a real difference. Whether it's policy guidance, employee relations, or just having someone to sense-check decisions, They are all consistently fantastic. It's clear that Craven values relationships and quality service, and they embody that perfectly. We feel so much more confident with HR knowing they're on our side.

”

Ryan Whitaker
Yorkshire Dales Railway



Remember this...

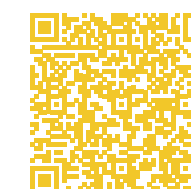
Maintaining a small 'family' led business mindset doesn't mean avoiding growth or innovation.

It's about preserving the core values and advantages that make small businesses special while embracing strategic opportunities for expansion and improvement

We take a holistic approach to restructuring organisations & managing change

Please visit us online to find out more

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-services/hr-services/organisational-design-change-management





Workplace Wellbeing

There is always a degree of resistance with regards to employee wellbeing; workplace wellbeing strategies and initiatives, particularly for SME's – there is always something more important to spend the money on, or is there?

The top three benefits of employers increasing their focus on employee wellbeing:

- ✓ A healthier and more inclusive culture
- ✓ Better work-life balance
- ✓ Better employee morale and engagement

We offer a wide range of **wellbeing** policies.

- Alcohol & Drug
- Anti-Bullying & Anti-Harassment
- Breastfeeding & Expressing
- Equality, Diversity & Inclusion
- Eye & Eyesight Testing
- Family Friendly
- Flexible Working
- Health & Safety
- Lone Working
- PPE
- Compressed Hours, Hybrid & Homeworking
- Menopause & Menstruation
- Manual Handling
- Onboarding Policy
- Performance & Support
- Redundancy
- A Right to Disconnect
- Severe Weather & Disruptions
- Sexual Health & Neurodiversity
- Sickness Absence
- Workplace Wellbeing
- Violence At Work
- Whistleblowing

Traditionally, when articulating the business case for managing people's health, employers focused on quantifying the negative impact of ill health such as the cost of sickness absence. Recent thinking reflects a more positive business case, and growing evidence showing a positive link between the introduction of wellness programmes in the workplace

and improved engagement and performance levels. There's no 'one-size-fits-all' approach to designing a health and wellbeing strategy; its content should be based on the unique needs and characteristics of the organisation and its workforce. If you are interested in what we can offer, let's simply have a chat.



Workplace wellbeing toolkit

We offer our workplace wellbeing 'Stress Risk Assessment' & Wellbeing Strategy Toolkit

Within this 'Toolkit' we will give you positive strategies on how to implement a 'Workplace Wellbeing Strategy'.

Craven has signed the Mental Health at Work Commitment.



We are genuinely committed to supporting the mental health of our people.

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-services/hr-services/workplace-wellbeing/





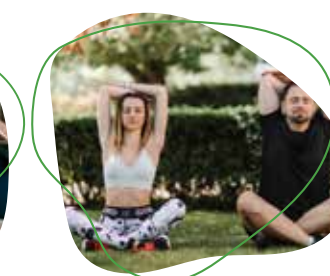
We offer a reduced rate if purchased through Craven

With a comprehensive suite of services, members can quickly book an online GP appointment, speak with a therapist, and gain instant access to discounts and savings from over 1500+ well-known brands. All the services are easily accessible through one user friendly app.

Previously only accessible for employees of large corporates or those with private medical insurance, 360 Wellbeing's PSP makes essential health, wellbeing, financial services & discounts available for everyone at a fraction of the cost.



In a cost-of-living crisis and when NHS GP and mental health services are difficult to access, 360 offers employees a service they value and complete peace of mind.



What's included in the PSP:

- Unlimited GP cover
- Uncapped sessions of therapy and counselling
- High street discounts
- Eye screening tests
- Online fitness with truconnect
- Online workouts with Les Mills, yoga and pilates
- Mindfulness sleep programmes
- Mental health programmes
- Legal help and assistance with any legal matter though a 24/7 helpline
- Free will writing service
- Healthy eating recipes
- Financial support
- Menopause support
- 3p off a litre of diesel
- Motor accident assistance
- Van accident assistance
- 3 Months free of motorbike assist
- 3 Months free of cycle assist
- 3 Months free of property assist

Scan the QR code or visit us at:
www.cravenconsultancyservices.co.uk/our-services/hr-services/employee-assistance-programme-eap/



Employee Assistance Programme (EAP)

Our EAP programme offers an affordable Health and Wellbeing plan for employees and families. Our 360 Wellbeing Personal Support Programme (PSP) is the only health, wellbeing, and benefits app your employees and their families need.

The top three benefits for our Personal Support Programme (PSP) for employees & their families:

- ✓ Unlimited 24/7 access to a GP
- ✓ 24hr support line, 365 days a year
- ✓ Huge savings on top brands for employees & their families

Craven Newsletter

Explore the archive of our newsletters, your go-to source for all things Health, Safety & Law, HR & Employment Labour Law & our Products & Services.



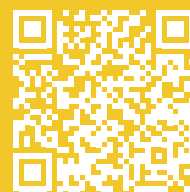
Craven Blog

View our catalogue of blogs created by Craven Consultancy Services covering all the latest news from Health & Safety and HR.



Request your free audit

Explore the archive of our newsletters, your go-to source for all things Health, Safety & Law, HR & Employment Labour Law & our Products & Services.



**Craven
Consultancy
Services**

Craven Consultancy Services
Offices in Yorkshire & Kent

Phone: 01756 860 600
Email: hello@cravenconsultancyservices.co.uk
www: cravenconsultancyservices.co.uk



**MENTAL
HEALTH
AT WORK
COMMITMENT**