



July 2007

Dear Colleague,

JHA - Membership Benefits

The JHA already has a selection of membership benefits available and in-line with our 2007 Business Plan, one of our objectives is to provide an ongoing programme of services to improve the benefits and value of JHA membership and to target benefits to improve the competitive environment in which our members operate.

Moving forward we have made our feelings known with reference the levels of bureaucracy and the impact on our members businesses from different pieces of legislation e.g. ITIS, Employment Law, GST, etc. As far as these regulations are concerned we believe that overhead costs for the hospitality industry are **increasing excessively** each year. Balancing the day-to-day demands of running a business with the necessary strategic planning and preparation to enable growth remains a **constant problem** for most of our members.

Our sector is primarily made up of small businesses that do not benefit from any economies of scale; so the **impact of these additional costs** on them is all the more acute. Inevitably these costs must be passed on to the consumer or absorbed by the businesses, thus reducing their profitability and **thereby impacting adversely and directly** on the Island's ability to compete in the international hospitality market.

Assistance with your Administration

In an effort to assist our members, we are keen to develop a new JHA membership benefit that would entail the provision of a shared Human Resource/Personnel and/or Accounts Administration person/s for small to medium-sized businesses in particular.

Initially, we need to gauge interest from our members, so I would ask that you note the attached information sheet, which explains how this service would operate, complete the details required and fax or e-mail the form back to us so that we can ascertain the levels of interest.

We look forward to hearing from you and if you require any further details please do not hesitate to give the office a call.

Yours sincerely,

Gerald Fletcher
Chief Executive



**JHA - Membership Benefits - Human Resource/Personnel and Administration person/s
For small to medium-sized businesses in particular**

Draft ideas on how this scheme will work? – Dependant on the interest received

- The JHA will employ a suitably qualified Human Resource/Personnel Administrator
- The JHA will employ a suitably qualified Accounts Administrator
- The JHA will be responsible for their contracts of employment, salary etc
- The JHA will take the risk in guaranteeing to provide the service
- This person/s is allocated to assist members' businesses with their HR and/or Accounts.
- Let's say 20 businesses decide to commit to this scheme
- We would need at least 20 businesses to make the scheme cost effective
- Further personnel could be added as long as 20 business tranches are signed up
- The businesses would have to sign an agreement to confirm their commitment
- Let's say that we provide one HR person on a once a month basis i.e. 1 day out of 20
- The accounts administrator may be required for more than 1 day per month
- Exact costs to be agreed dependant on the calibre of the person e.g. HR specialists are quite costly, so initial estimates to provide this service could be £250 per month - £3,000 per annum
- This amount would be billed through a standing order process – payment every month

What do you do next?

We would like to hear from you so please indicate your interest as follows:

- | | |
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| • I would be interested in committing to the scheme | Yes/No |
| • I would be interested in the Human Resource/Personnel support services | Yes/No |
| • I would be interested in the Accounts Administration support services | Yes/No |
| • I would be interested in both | Yes/No |
| • I understand my financial commitment | Yes/No |

Name

Business Details

Contact Details

Fax back to 722496 or e-mail at hospitality@jerseyhols.com