

5 HR Mistakes SMEs Make (and How to Avoid Them)

1. Not Having Essential Policies in Place

- Risk: Inconsistent management and increased legal exposure.
- Avoid It: Maintain up-to-date contracts, policies, and employee handbooks.

2. Delaying Difficult People Conversations

- Risk: Small issues escalate into performance, conduct, or morale problems.
- Avoid It: Address concerns early and document discussions.

3. Poor Recruitment Decisions

- Risk: Costly hiring mistakes and high staff turnover.
- Avoid It: Use structured interviews, clear job descriptions, and thorough onboarding.

4. Ignoring Employee Engagement

- Risk: Reduced productivity, retention, and workplace culture.
- Avoid It: Regularly seek feedback, recognise achievements, and communicate openly.

5. Failing to Manage Compliance

- Risk: Employment tribunals, fines, and reputational damage.
- Avoid It: Keep up to date with employment law and review HR practices regularly.

Key Message

Good HR isn't just about compliance. It's about protecting your business, supporting your people, and enabling growth.