Annual Review of Employment Law 2011

A dynamic one-day event focusing on the key developments in employment law over the last 12 months.

Leeds   Wednesday 5th October
Birmingham  Wednesday 12th October
Manchester  Thursday 13th October
London   Thursday 20th October

Employment Law Piecing it all together

in association with

legal-island-events.com

Early Bird Offer Applies  Book by Friday 9th September 2011 and Save an additional £50
Making sure that you are compliant with employment law is simply good business. It protects your organisation’s reputation, while improving your employees’ working environment. The last 12 months have seen a number of new pieces of employment legislation, including the Bribery Act and changes to Paternity Leave and the Retirement Age. This year’s Annual Review once again features our unique 2-in-1 programme, combining the very latest legal information in our plenary sessions, with leading edge parallel sessions for HR professionals. This flexible approach gives you the opportunity to put together your own bespoke programme for the day.

As you read through the programme, you will see eight main sessions focused on the key developments of the last 12 months and looking ahead to key issues facing us in the future. Once again, we’ve teamed up with experts from Squire Sanders Hammonds, one of the UK’s top law firms, to bring you sessions delivered by highly experienced employment lawyers. Each of these speakers is familiar with the issues that constantly test and challenge those in HR and Employee Relations.

This year we have also partnered up with Baker Tilly, Penna and Aid Training to provide you with the very best parallel sessions.

Better value, better choice.

Welcome to the Annual Review of Employment Law 2011 – helping you piece it all together.

Barry Phillips
CEO, Legal-Island Events
Recently there has been a sharp rise in the number of claims to Employment Tribunals in England and Wales. This full day event reviews all recent key developments in employment law whilst focusing on the areas most likely to trouble employment advisers and those responsible for HR issues within an organisation.

Why attend this event?
- It is a unique 2-in-1 event running two programmes side-by-side. This allows you to choose which sessions to attend and design your own programme for the day. With 40 possible combinations we’re sure you’ll get the most out of the day.
- It is delivered by leading employment law experts with many years’ experience of dealing with the issues under review.
- Each plenary session is supported by clear, concise, up-to-date narrative notes for use as reference later.
- Each session finishes with clear recommendations on what action you need to take to ensure your organisation is compliant with the latest changes.
- The programme is delivered by one team, ensuring consistency of content and sessions that run to time.
- It is held regionally to make the best possible use of your time and to enable you to network and meet contemporaries from other organisations in your area.
- It provides regular opportunities to ask questions of all of the speakers, to maximise your understanding.

Learning outcomes
- Receive a concise review and notes of all important legislative changes relevant to your workplace.
- We highlight for you the most important new cases from the UK and Europe that you really need to be concerned about.
- Receive template policies on key areas in your organisation – each designed to minimise your risk of litigation.
- Refine and update your soft skills in the parallel suite.

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SSH Client Rate £345+VAT
SSH Client EB Rate £295+VAT
Standard Rate £445+VAT
Early Bird Rate £395+VAT

Who should attend?
This event is aimed at HR professionals, in-house lawyers and those responsible for employment law issues in their organisation.

Course materials
This event is renowned for the quality of materials given to delegates. Narrative notes are provided for all plenary sessions, often supplemented with suggestions for further reading. Choose to attend either the main sessions or the parallel sessions, but receive the materials for both.

Networking
This is your chance to network with your peers to delve deeper into the business challenges that you are facing. Brainstorm over lunch, debate over a coffee or share ideas throughout the day.

Networking App
To help you network at this event, we will be using award-winning networking app Shhmooze.
For more information in advance of the event, please visit www.shhmooze.com
What makes this event unique is that it contains two programmes running side-by-side. So after each session finishes you have a choice of either another employment law session or an HR topic delivered by a leading trainer from Penna or Aid Training.

Either way the choice is yours, giving you the freedom and flexibility to attend the sessions most relevant to you and your organisation.

With over 40 different possible combinations we’re sure you’ll get the most out of this event!

Four ways to book

Fax
0845 0945 873

Mail
Legal-Island-Events,
Island House, Station Road,
Antrim BT41 1BH

Email
events@legal-island.com

Telephone
0845 0945 871

Ten reasons to attend

1 A reputation for excellence
   Built in the UK since 1998
2 Current and up-to-date
   Materials for these events are signed off just a few days before the event
3 Practical skills to improve performance
   Choose from a number of great parallel sessions
4 Depth and breadth of topics covered
   From Age Regulations to risk management and social media – 16 sessions to choose from
5 Save money – early bird
   Save over £50 if you book before Friday 9th September 2011
6 Tailored and customisable programme
   We offer you the best choice of any employment law review conference in the UK – by far
7 Networking
   Network with representatives from Squire Sanders Hammonds, Penna, Baker Tilly and Aid Training or local delegates
8 Course materials
   Very comprehensive speaker notes and slides for every plenary session
9 Certificate of attendance
   For you to build up a portfolio of training or claim CPD points/hours
10 Customer satisfaction
    Delegates come back to this event time and again

Last year’s Annual Review delegates rated the following as the elements they enjoyed most about the day:

1 Speakers
2 Content
3 Packs
4 Organisation
5 Choice of sessions

To find out more, use our barcode.

Note: This programme may be revised prior to the event to reflect new and emerging employment law developments.
Plenary Sessions

9:30am Welcome and Opening remarks from Barry Phillips

9:30am Review of the Year
Roundup of all of the essential legislative changes, consultations and major developments last year, including:
- The Bribery Act
- Legal representation at internal hearings
- Surveillance at work
- Template policies and contractual terms
- Return to work
- Equal pay
- Intellectual property rights
- Legal Reps at disciplinary hearing
- How to conduct a lawful investigation into possible social media abuse
- Statutory questionnaires
- Employee searches
- What evidence will an employer need to justify a contractual retirement?
- Increase in the qualification period for UD claims from one to two years
- What are the best options for dealing with older workers?
- How can you minimise the risks of age discrimination and other claims, whilst permitting an employer to plan for the future?

10:15am Abolition of the default Retirement Age – Employer responses
The big equality changes this year were in the area of age discrimination and the abolition of the default retirement age, which is officially removed from 1 October 2011.
- What are the main contractual issues involved in the retention of employees over 65?
- What evidence will an employer need to justify a contractual retirement?
- What are the main pitfalls for employers?
- What are the best options for dealing with older workers?
- How can you minimise the risks of age discrimination and other claims, whilst permitting an employer to plan for the future?

11:00am Break and Networking followed by 11:20am Q&A Main Hall Only

11:30am Social Media – Containing the beast within
Use of Facebook, Twitter, Linkedin and Blogspot is now widespread and can provide considerable commercial advantage to organisations. But unregulated, it can damage workplace relations, personal and business reputations and lead to all sorts of litigation.
This session includes:
- How to protect your organisation – effective use of handbooks, policies and contractual terms
- What to do if no policy or contractual term exists and there is perceived misuse by an employee
- How to conduct a lawful investigation into possible social media abuse
- Recent case law
- Template policies and contractual terms

12:10pm Model policies make model employees?
Perhaps not, but effective policies help you manage and substantially reduce the risk of litigation. We take you through sample policies on:
- Surveillance at work
- Employee searches
- Return to work
- Intellectual property rights
- Data protection and security
- Internet and social media

12:30pm Q&A Main Hall Only followed by 1:00pm Lunch and Networking

2:00pm Case Review 2011
We give you the latest UK and European cases that matter, analysed for their significance for employers and practitioners, including case law on:
- Legal representation at internal hearings
- Hearsay evidence
- Employee status
- Witness statements,
- Contractual entitlements.
Note: List may change to cover essential case law

2:35pm Equality Law round up
2011 has seen many changes in the equality field, following the enactment of the Equality Act in 2010. We have had further developments in the general Public Sector Equality Duty and positive action and The Equality Act 2010 Codes of Practice, Services, Public Functions and Associations, Employment, and Equal Pay) Order 2011.
Important case law has covered:
- Disability discrimination
- Statutory questionnaires
- Sex discrimination in redundancy selection criteria
- Victimisation
- Equal pay

3:10pm Break and Networking followed by 3:30pm Q&A Main Hall Only

3:30pm Feathering your nest – Saving through pension and share plans
The DRA has gone and NEST pensions start to apply from next year, including the spectre of auto enrolment for all employees. You cannot afford to ignore these developments and must start to plan now. We outline the minimum provision that employers must now make and alternative means by which employees may be encouraged to save for the long term.

4:00pm Agency Workers Regulations – All your questions answered
The Agency Workers Regulations are effective from 1 October and require that agency workers qualify for equal pay, and facilities enjoyed by a comparable permanent employee, although there are many exceptions, conditions and get out clauses. Agencies and end users must co-operate and provide information or face penalties.
Practical guidance and all your questions answered.

Parallel Sessions

Courageous Conversations – Dos and don’ts
During tough times emotions run high. People often feel unsettled, vulnerable and de-motivated and their performance can be affected. Yet, maintaining high performance is essential in tough times. This session is about how you can have the courageous conversations necessary to maintain and enhance performance while recognising the insecurities that people may be experiencing.

Social Media – what does your online profile say about you, your team and your organisation?
An online brand is essential in today’s world of business. But what do our “online” brands say about us? Do they present the correct image we and our organisations wish to portray? Our digital footprint can be viewed by millions, including current and potential employers and colleagues. Yet many individuals are still not sure how to go about creating a strong and credible online brand.

Do you really know who you are recruiting?
Can organisations really ever know who they are recruiting and how they will perform before they employ them? The cost of making the wrong appointment can be as much as £5,000 so knowing how individuals are likely to perform in roles before they even start is crucial. Understand the role assessment can play in helping you make the right choice.

Employees leave managers not organisations
How equipped are your managers to lead? Evidence suggests that most organisations are prepared to invest in making sure pay, reward, working conditions and culture are structured in such a way that promotes employee engagement; however less investment is given to ensuring newly appointed managers are equipped to lead. Failure to develop essential management skills can have a detrimental effect on not only employee engagement but also on the bottom line.

Career development – More important now than ever?
Whilst it always worth investing time in understanding employees hopes and fears around “future career” it’s ever more important in difficult economic times when change is a constant and financial restrictions are in place. By equipping your managers with the skills to have “effective career conversations” you will be able to retain talent and ensure motivation levels remain high.

Ascending to the top from base camp HR
How to convey HR skills to a broader non-HR focused management population – getting “people issues” addressed at the top. It is essential for most highly performing organisations but rarely done well. This session shows you how.

Health & Safety – Your responsibilities explored
Is your Boardroom becoming bored with Health & Safety? It links into every facet of your business, via a dotted or fixed line. You need to be able to identify and understand our roles within the law, ‘Top Down and Bottom Up’. Your knowledge will improve the ‘Business Culture’ and profitability.

Risk Management – What is it and why should it concern you in HR?
To remain compliant with the law, you are duty bound to control your organisation’s ‘Risk Management’. Continuous improvement helps you understand what the Management of Health & Safety at Work Regulations 99 say and what you should do and avoid pitfalls which could end in unsavoury harm and prosecutions. It is about the ‘Business Culture’ you create.
The Speakers

The plenary speakers for this event are all highly accomplished practitioners from the Squire Sanders Hammonds Employment Team. They have extensive experience of advising those on the front line of employment law issues on how to find solutions to the many challenges in today’s workplace. The speakers will be chosen mainly from the following:

Dan Bickerstaff Partner
Dan is a regular speaker on employment law matters and frequently delivers both in-house employment law training sessions and external workshops to a range of clients and organisations. Dan was recently shortlisted for the North West Business Insider “Young Lawyers of the Year” Award.

Charles Frost Partner
Charles regularly provides strategic advice in relation to employment aspects of mergers, take-overs and acquisitions and large-scale downsizing, restructuring and relocation exercises. He also provides specialist advice in relation to the negotiation and drafting of TUPE provisions in outsourcing/service provision agreements. Charles is an experienced public speaker and is a member of the Employment Lawyers Association.

Nick Jones Partner
Nick is a regular speaker on employment law matters and also devises and delivers training packages for clients, contacts and representative organisations. He also administers Hammonds In-Tuition, the in-house employment law training division. The 2009 edition of Chambers & Partners states: Nick Jones “Inspires loyalty in his clients with his candid, level-headed approach.”

Jasvir Kaur Partner
Jasvir’s expertise covers many areas of employment law with a specialism in advocacy and training. Recently she has been advising NHS Trusts on disciplinary issues as well as large employers on sickness absence management procedures.

Matthew Lewis Partner
On qualification Matthew worked for several years as a trade union lawyer. His expertise now covers all areas of employment law, both individual and collective, including TUPE, redundancies and restrictive covenants, advising a number of Top 100 companies.

Janette Lucas Partner
Janette’s practice incorporates all aspects of employment law, both contentious and non-contentious. Her principal areas of expertise are in advising on board level recruitment and severance (including in relation to confidentiality/restrictive covenant issues), providing advice, support and assistance in the planning and implementation of complex restructuring and other change management programmes, many on a multi-jurisdictional basis, and in relation to TUPE and outsourcing.

Annabel Mace Partner
Annabel has over 10 years’ experience in all aspects of business immigration and employment law both at individual and corporate multi-national level in a variety of sectors including architecture; retail; media, marketing and communications; and financial services. She has a particular expertise in relation to the problematic overlap between immigration and employment law including the issues of illegal working; race discrimination and related dismissals. Annabel also has extensive experience in the project management of transferring staff outside the UK.

Ramez Moussa Partner
Ramez’s expertise is in large scale redundancy and reorganisation, flexible working, family friendly rights, business acquisitions (including TUPE, outsourcing and insolvency), executive severances and client training. Recently he has also represented clients in complex discrimination claims before the Court of Appeal.

Simon Ost Partner
Simon’s expertise covers strategic advice at board level, dealing with trade unions, advising on enforcement of restrictive covenants and providing practical solutions to difficult commercial issues. He also regularly advises on corporate restructuring, redundancy programmes and international relocations.

Andrew Stone Partner
Andrew is a Partner in the Employment practice based in the SSH Leeds office. He trained and qualified as a solicitor with Hammonds in April 2002 and worked in the Employment team for nearly 2 years, before moving in house, as an Employment Solicitor with Asda Stores Limited. Andrew returned to Hammonds in September 2006, and brings to bear his in-house experience.

Alison Trevilling Partner
Alison has a wide variety of experience in both contentious and non-contentious employment law. She regularly advises a range of corporate clients in different business sectors on matters such as board level appointments and departures, disciplinary and grievance matters, cross-jurisdictional disputes and business re-organisation. She is also an experienced litigator who takes a particular interest in complex discrimination claims.

David Whincup Partner
David’s expertise covers a wide variety of employment-related issues, including recruitment issues, drafting contracts of employment at all levels, disciplinary and grievance procedures, redundancies at individual and collective levels, and the defence of employee discrimination claims and other litigation.

Testimonials

This was an excellent update on all the legal changes this year – exactly what I wanted. The sessions hit the mark and the notes were very comprehensive.

Jan Bond Trainer, Acas

The range of topics available was really good and you could pick and mix which ones you really wanted to hear. As a result I came away having gained a fantastic amount of information and I particularly liked the Q&A sessions.

Laura Skelly HR Business Partner, Cameron Limited

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[Leeds] Wednesday 5th October 9:20am-4:30pm
Jury’s Inn, Brewery Place, Brewery Wharf, City Centre

[Birmingham] Wednesday 12th October 9:20am-4:30pm
Etc. Venues, Maple House, 150 Corporation Street, City Centre

[Manchester] Thursday 13th October 9:20am-4:30pm
Park Inn by Radisson Manchester Victoria, 4 Cheetham Hill Road, City Centre

[London] Thursday 20th October 9:20am-4:30pm
Hilton London Olympia, 380 Kensington High Street, W14

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SSH Client Rate: £345+VAT SSH Client Early Bird Rate: £295+VAT
Standard Rate: £445+VAT Early Bird Rate: £395+VAT
Book before Friday 9th September to receive Early Bird Rate.
Cost includes lunch and refreshments and all materials.
For bookings of five or more people at any of these events please contact the Events Manager directly.

Method of payment
Cheque (payable to Legal-Island).

Special requirements
Please indicate if you have any special dietary, learning or access requirements.

Terms & Conditions
A place will be confirmed via email on receipt of this signed booking form, which creates legally binding obligations for both parties irrespective of attendance on the day.
Please complete one form per delegate in capital letters. Please ensure a purchase order number is indicated if necessary. For collection of payment it is necessary to provide us with a contact name and number in your Accounts Payable Department.

Cancellations/Amendments
Cancellations prior to the event will incur the following charges: over 28 days 15% of course fees; 15-28 days 50% of course fees; and 1-14 days 100% of course fees.
Cancellations must be received in writing prior to the event. Substitute delegates can be used and names changed on the day. No transfer to future events is permitted.
Please note an admin charge of £50 is applicable for any permitted changes to bookings once confirmed including change of delegate name, re-invoicing or issuing of credit notes.
Please note that the content for each event published here is meant as a guide only and is subject to change. We reserve the right to amend a programme or cancel an event at any time for any reason.
A certificate of attendance is provided within ten days of the event, which may be used to obtain CPD points where applicable.

For full terms and conditions please check online at www.legal-island-events.com

How to return your registration form:
1 Fax it to us on 0845 0945 873
2 Scan it and email it to us at events@legal-island.com
3 Post it to us at Legal-Island Events, Island House, Station Road, Antrim BT41 1BH

Signature Accepting Terms of Booking

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