




Field Fisher Waterhouse

Employment law training programme 2011/2012



It's believed that the first matches were invented in China in 577AD by impoverished women of the court during a military siege, so they could extinguish fires after cooking and conserve their limited fuel. It just goes to show that in times of need it often takes a spark of inspiration to turn a problem into an ingenious solution.

Employment law training programme 2011/2012

Programme - at a glance

End of the default retirement age - are you ready?

London - Tuesday 15 March 2011

Roundtable discussion: 09.00 - 11.30

Tackling TUPE issues

London - Thursday 24 March 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 31 March 2011

Workshop: 08.30 - 11.00

Handling disciplinarys and grievances - a practical guide

London - Thursday 19 May 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 26 May 2011

Workshop: 08.30 - 11.00

Redundancy and restructuring - avoiding the pitfalls

London - Thursday 21 July 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 28 July 2011

Workshop: 08.30 - 11.00

Restrictive covenants - protecting your business

London - 21 September 2011

Half day seminar

Equality Act - one year on

London - Wednesday 19 October 2011

Half day seminar

Manchester - Thursday 10 November 2011

Half day seminar

Managing sickness absence effectively

London - Thursday 24 November 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 1 December 2011

Workshop: 08.30 - 11.00

Annual HR Planner

London - Thursday 26 January 2012

Half day seminar

Manchester - Thursday 2 February 2012

Half day seminar

Compulsory pensions

London - Wednesday 21 March 2012

Workshop: 09.00 - 11.30

Manchester - Thursday 22 March 2012

Workshop: 08.30 - 11.00

Employment law training - our approach

There have been a number of significant employment law developments in recent times, impacting heavily on the workload of HR professionals, senior managers and in-house lawyers. The Employment and Pensions Group at Field Fisher Waterhouse LLP recognise the challenge of keeping up to date with employment law and have tailored our training prospectus for 2011/2012 to support employers over the coming months.

Our approach to training is both fresh and practical. Our long-established and popular training programme combines seminars and workshops, designed to enable employers to manage day-to-day employment law issues. Comprehensive and focused, our workshops and seminars are packed full of illustrations, scenarios and humour to make sure that participants are fully engaged in our training and can implement our advice in the workplace.

Our workshops are informative, interactive and appropriate for all those dealing with employment and employee benefits issues, whether at a junior or senior level. As well as providing an overview of the main legal principles, we use tailored case studies to illustrate the impact of key employment issues in practice. Our workshops are purposely small and are designed to enable participants to benefit from a more focused, practical discussion forum.

Our seminars focus on topical areas of employment law. For example, our programme contains an interactive and practical seminar on restrictive covenants, alongside the unmissable Annual HR Planner, providing invaluable training for all those dealing with employment issues at all levels.

How to register for our events

Invitations to each event in this prospectus will be sent out four weeks in advance. If you would like to reserve your place before then, simply book your place by emailing seminars@ffw.com, specifying which session you would like to attend.

If you would like to be added to our mailing list, please contact Louise Fernandes-Owen, Senior Associate (PSL), at louise.fernandes-owen@ffw.com.



Since the Romans' amazing discovery, magnifying glasses have been used in countless endeavours, from studying cells to gazing at stars. Sometimes, it's only by scrutinising details that you can search out the most appropriate solution.

Employment law training programme 2011/2012

Feedback from delegates

Here is just a snapshot of the feedback we have received for our employment law training programme:

"I can honestly say that your workshop was one of the best ones I have ever attended. The team made very good use of the time given and the mix between employment law update and case scenarios was excellent. I did find the workshop very useful and extremely informative. An excellent confidence booster."

HR Business Partner

"Very informative and relevant to my job role."

**Employee Relations Administrator,
The Carphone Warehouse**

"Format was very helpful as well as engaging and topical."

Legal Counsel

"Interactive workshop - useful and engaging."

HR Officer, Tie Rack Retail Group

"Overall a very thought provoking seminar.

Most comprehensive I've been to in years!"

Head of HR and Training, Uniqlo

"An extremely useful session! Very well presented and pitched at right level."

HR Manager, Manpower

"Case studies provided a useful opportunity to test thinking and practice. Event was well set up and organised."

Regional Director

"A very well paced and informative session. The subject matter was interesting and relevant."

Regional HR Advisor, Manpower

"Marvellous, what a very informative relaxed event. Great networking and bacon butties. Presentation pitched exactly right and workshop helped with understanding a new topic. Really enjoyed it, great."

Managing Director, Collins & Collins Consulting Ltd

"An excellent format that brings out real world solutions to complex legal issues surrounding dismissals."

Business Analyst - Legal, Cerner

"Very informative - good opportunity to discuss and refresh."

HR Director, OB10

"Good handouts - professionally presented and very detailed. Liked the case study approach."

HR Manager, Jones Lang LaSalle

"The workshop was very useful to retouch on points of law, using case studies was an effective exercise for this."

HR Advisor, Balfour Beatty Engineering Services

"A very thought provoking and engaging workshop. Very good format and enjoyed the case studies. Good way of sharing thoughts, ideas and knowledge."

HR Manager, Interdean

"Excellent and well run course."

**Principal Legal Officer,
Department for Work and Pensions**

"Insightful and very informative."

**Senior HR Generalist,
Interactive Data (Europe) Ltd**

"Very good format. Liked the workshop format and also being provided with a follow up sheet covering the answers. Very helpful overview of the issues."

HR Manager, Macdonald HR Services

"Very informative - case studies well presented and clear."

Care Quality Commission

"Very well presented. Excellent case studies. Good interaction between presenters and client group/audience."

HR Business Partner

"A useful primer for non-hr corporate personnel who need to understand the basics. The case studies and documentation were very helpful in supporting the workshop discussions!"

Chairman, Cambridge Cognition

"Excellent level of content - liked the use of scenarios to discuss the learnings."

Solicitor

"Excellent workshop - very helpful and informative."

Director of Finance and Company Secretary, ISBA

"A succinct and pithy seminar, dealing with complex, diverse and competing topics."

Head of HR, General Social Care Council

"Very informative and enjoyable."

HR Officer, Jones Lang LaSalle

Employment law training programme 2011/2012

Programme - in detail

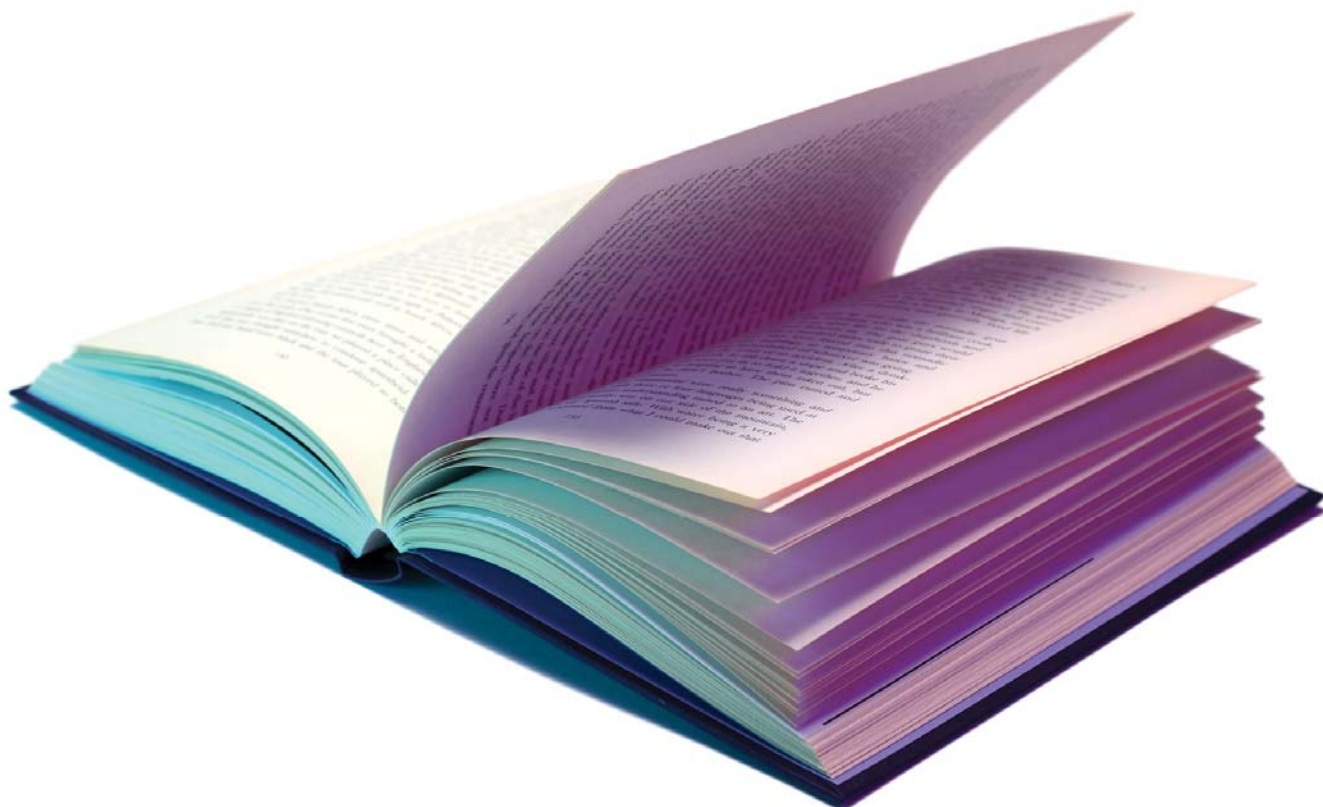
End of the default retirement age - are you ready?

London - Tuesday 15 March 2011

Roundtable discussion: 09.00 - 11.30

The Government's controversial decision to phase out the default retirement age from 6 April 2011 presents a number of challenges for all employers. It will have far-reaching implications, impacting on resourcing, policy decisions, workplace discussions about retirement, operating costs and may also lead to a rise in litigation. Transitional provisions have also given rise to confusion and, with only a matter of weeks to go, many HR professionals remain unsure about the forthcoming changes.

Our small roundtable discussion, aimed at senior HR personnel and management, will highlight the key concerns for employers and outline the practical steps that should be taken before April 2011. Given the uncertainty about the transitional provisions, this focused discussion will provide a timely opportunity to exchange ideas about retirement issues in the workplace.



Tackling TUPE issues

London - Thursday 24 March 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 31 March 2011

Workshop: 08.30 - 11.00

The Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) often present a challenge for employers. In addition to more traditional transfers on mergers and acquisitions, the more recent application of TUPE to service contract changes continues to surprise and alarm unsuspecting employers. TUPE can apply when an organisation moves its business from one set of accountants or lawyers to another, or changes a security or cleaning contract or moves an account from one advertising agency or taxi company to another. It is a complex area of law but is increasingly important as businesses evolve to manage the changing economic landscape. Both HR professionals and in-house lawyers need to have a good grasp of TUPE and the rights of affected employees.

This workshop will provide practical case studies which will clarify the key elements of TUPE, bring together recent case law developments and enable employers to identify the key steps to take when addressing TUPE issues in the workplace.

Binding printed pages together seems such an obvious thing to do but the creation of the bound book took generations to perfect. Finding the right solution needs perseverance but it can lead to a clear, inspired solution.

Employment law training programme 2011/2012

Handling disciplinaries and grievances - a practical guide

London - Thursday 19 May 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 26 May 2011

Workshop: 08.30 - 11.00

Following the repeal of the unpopular statutory disciplinary and grievance procedures in April 2009, a new ACAS Code of Practice was introduced, giving Employment Tribunals the discretion to increase or reduce awards by up to 25% if either party unreasonably failed to comply with the Code. Whilst many employers were pleased to see the back of the statutory procedures, tackling disciplinaries and grievance issues still presents a range of challenges.

Our interactive workshop will guide you through the legal principles and provide examples of the best practice approach to managing disciplinaries and grievances, highlighting how to handle these processes consistently and effectively. As disciplinary and grievance issues remain central to the day-to-day work of HR professionals and senior managers, this practical workshop will be an invaluable reminder of the steps to take, and avoid, when dealing with disciplinary and grievance matters.

Every stroke from a paintbrush is unique. Anyone can be taught the techniques but true inspiration doesn't come from simply following procedures. Real creativity also depends on instinct, inventiveness and flair.

Redundancy and restructuring - avoiding the pitfalls

London - Thursday 21 July 2011

Workshop: 09.00 - 11.30

Manchester - Thursday 28 July 2011

Workshop: 08.30 - 11.00

In the current economic climate, employers need to tackle redundancy and restructuring issues on a regular basis. The legal framework governing redundancy and restructuring can be complex and presents a whole host of problems for employers. What constitutes a redundancy? How do you select employees? What do “individual consultation” and “collective consultation” actually mean?

Our interactive workshop will highlight the major concerns which arise when handling redundancies. We will provide a practical insight into how to manage individual and collective consultation, guiding you through the many pitfalls of the redundancy and restructuring process.



Employment law training programme 2011/2012

Restrictive covenants - protecting your business

London - 21 September 2011

Half day seminar

Knowing how to protect the business is vital for all employers, irrespective of the industry or sector in which they operate. Whether this involves safeguarding confidential information or intellectual property rights or preventing the departure of staff or clients, restrictive covenants form a core part of this protection. They are also particularly important in the context of team moves, which can be potentially damaging for many employers. It is therefore important for employers to have a good understanding of the scope of restrictive covenants and how they work in practice.

Our interactive seminar, drawing on the expertise of solicitors in both our Employment and Dispute Resolution teams, alongside Counsel, will highlight the value of having well-drafted and tailored restrictive covenants in contracts of employment. We will also focus on how restrictive covenants can be enforced in the court, from both the employer and the employee perspective, providing a helpful guide to the often complex litigation process.

With its agile dips and dives a kite in flight
is graceful and beautifully orchestrated
but it's not as simple to fly as it looks. With
true talent you can make something that
requires hard work and co-ordination look
absolutely effortless.

Equality Act - one year on

London - Wednesday 19 October 2011

Half day seminar

Manchester - Thursday 10 November 2011

Half day seminar

When the Equality Act came into force in October 2010, many commentators predicted that it would increase the burden on employers and lead to an increase in litigation. Indeed, the Equality Act has required employers in both the public and private sector to get to grips with a whole raft of new provisions and concepts, including radical new positive action measures, discrimination arising from disability and an extended prohibition on harassment by third parties.

Our seminar will provide an overview of the Equality Act, highlight the provisions which may give rise to litigation and explore how the Equality Act is working in practice. We will also focus on how to manage discrimination claims effectively and identify the key steps to take to avoid costly and potentially damaging litigation under this new legislation.

