



Leadership Seminars

18th January 2018 (rescheduled to 15 February)

The Legalities of Data Protection: GDPR

The General Data Protection Regulation (GDPR) is set to repeal and replace the Data Protection Act 1998 in May 2018.

The government has confirmed that the UK's decision to leave the EU will not affect the commencement of the GDPR. It is intended that the GDPR will be incorporated into the UK's domestic law under the European Union (Withdrawal) Bill, currently before Parliament.

Although many of the fundamental principles established by the current Data Protection Act will remain the same, the new GDPR will set new standards for protecting personal data in the digital age (with increased penalties for those in default).

This seminar is aimed at any manager who has responsibility for dealing with the personal data of employees, clients, customers and suppliers. It will set out the steps an organisation needs to take to have an effective data governance programme in place, and thereby ensure compliance with the new legislation.

1st March 2018 (rescheduled to 26 April)

Managing Work Performance

The purpose of this seminar is to give you an overview of the law around dismissing an employee fairly for poor performance.

We will discuss:

- what Tribunal expect from employers
- what procedures you should follow – disciplinary or capability?
- the necessary ingredients for effective poor performance warnings
- when (if ever) it is appropriate to dismiss without previous warning.

In Partnership with
Blair Employment

J.Blair

12th April 2018

Social Media and the Workplace

The huge growth in popularity of social media in recent years has created not just opportunities but challenges for every business.

The purpose of this seminar is consider the key risks relating to social media from an employment perspective.

We will consider issues such as:

- misuse of employer's social media sites by an employee
- What can an employer do if an employee criticises the employer on his or her personal social media sites
- confidentiality breaches
- the risks of vetting employees via social media
- loss of productivity
- damage to reputation.

24th May 2018

Preparing for Tribunal (and being a witness)

The purpose of this seminar is to prepare managers for tribunals, specifically being a witness.

We will discuss:

- handy hints on how to prepare for a hearing
- being a witness
- consistent evidence

cross-examination does not have to be an ordeal.

27th September 2018

Disability in the workplace (managing; reasonable adjustments etc)

The purpose of this seminar is to set out the law around Disability Discrimination in the workplace

We will discuss:

- the legal definition of disability
- an employer's duty to make reasonable adjustments
- the other types of disability discrimination in the workplace.

8th November 2018

Preparing and Leading a Restructure

The purpose of this seminar is to give you advice about avoiding the legal pitfalls around restructuring your business

We will discuss:

- the differences between re-organisation and redundancy
- when you need to collectively consult
- the importance of individual consultation
- selection criteria: Classic redundancy selection criteria versus recruitment exercises.

Cost: 1 Session: ARC NI Member £25 | Non-Member £40

3 Sessions: ARC NI Member £60 | Non-Member £99

6 Sessions: ARC NI Member £99 | Non-Member £185

Location/Time: ARC NI, Wildflower Way, Boucher Road, Belfast BT12 6TA | 2.00 pm—4.00 pm

Booking Arrangements: To secure a place complete and return the attached [booking form](mailto:training.ni@arcuk.org.uk) to training.ni@arcuk.org.uk