

# RPA

## Risk Management workshop

### **Employment Law – Webinar**

Willis Towers Watson is providing risk management support for all RPA members through audit, guidance and advice. As part of the risk management support RPA members are invited to a workshop covering:

- Managing employee performance issues and disciplinary processes, with a focus on how to effectively conduct these during the Covid-19 Pandemic
- The workshop will include a case study and there will be an opportunity for delegates to ask questions which will be answered after the workshop has finished.

#### **Venue and date:**

13<sup>th</sup> January (am) Webinar Session

27<sup>th</sup> January (am) Webinar Session

#### **Course style and format:**

Both Webinars will start at 10am but delegates should log onto the webinar at least 15 minutes before the start.

The session will be approximately two hours in duration and will be delivered through a PowerPoint presentation, which includes a case study. Due to the number of delegates we will not be able to take questions during or after the Webinar, although you will be able to e mail questions upon completion. We will aim to respond to these within 2 working days.

**Please also note that these workshops are free to attend**

#### **Who should attend?**

The workshop is aimed at those:

- With line management responsibilities for the management of employees, so this could include SLT and Departmental Heads
- With responsibility for producing, implementing and giving guidance on HR policies and procedures

## The benefits of attending:

- An understanding of the law surrounding employee performance management and discipline
- Helping you to reduce the risk of potential conflict situations through having effective procedures and processes
- Reducing the risk of civil claims and reputational damage
- Controlling the cost of absences

## How to register:

Places will be allocated on a first come first served basis and will be limited to two places per member academy.

To improve the efficiency of the booking process we will now be using Eventbrite as detailed below:

To book on the 13<sup>th</sup> January Workshop (10am start) click on the link below:

<https://www.eventbrite.co.uk/e/rpa-employment-law-workshop-webinar-registration-132512124331>

To book on the 27<sup>th</sup> January Workshop (10am start) click on the link below:

<https://www.eventbrite.co.uk/e/rpa-employment-law-workshop-webinar-registration-132515454291>

This publication offers a general overview of its subject matter. It does not necessarily address every aspect of its subject or every product available in the market. It is not intended to be, and should not be, used to replace specific advice relating to individual situations and we do not offer, and this should not be seen as, legal, accounting or tax advice. If you intend to take any action or make any decision on the basis of the content of this publication you should first seek specific advice from an appropriate professional. Some of the information in this publication may be compiled from third party sources we consider to be reliable, however we do not guarantee and are not responsible for the accuracy of such. The information given in this publication is believed to be accurate at the date of publication shown at the top of this document.

This information may have subsequently changed or have been superseded, and should not be relied upon to be accurate or suitable after this date. The views expressed are not necessarily those of the Willis Group. Copyright Willis Limited 2014. All rights reserved. Willis Limited, Registered number: 181116 England and Wales. Registered address: 51 Lime Street, London EC3M 7DQ. A Lloyd's Broker. Authorised and regulated by the Financial Conduct Authority for its general insurance mediation activities only.