



Employment Law for Travel Employers

Event partner

Travlaw

3 December 2019 • De Vere West One, 9-10 Portland Place, London, W1B 1PR

Agenda

09:30 **Registration, tea and coffee**

10:00 **Welcome from the moderator**

Ami Naru, Partner, **Travlaw**

10:05 **Employment law update**

- The impact of Brexit on employment law in the travel industry
- Update on employment law cases
- Understanding the different types of employment status e.g. homeworkers and self-employed
- The importance of getting the status of your employees correct

Ami Naru, Partner, **Travlaw**

Natalie Dindar, Paralegal, **Travlaw**

11:05 **Diversity and equality**

- What does equality and diversity mean in the workplace?
- Your obligations under the Equality Act 2010
- What are the expressed and implied terms on a contract?
- When does an employee qualify for discrimination rights?

Ami Naru, Partner, **Travlaw**

11:50 **Tea and coffee break**

12:15 **Practical exercise: diversity and equality**

- Test your knowledge in our quiz and discuss the answers as a group

Natalie Dindar, Paralegal, **Travlaw**

12:35 **Mental health in the workplace**

- What are your legal responsibilities?
- Case law update

Natalie Dindar, Paralegal, **Travlaw**

12:50 **Case study: promoting good mental health and wellbeing in the workplace**

- Creating a healthy work-life balance and how this has a positive impact on staff
- Incorporating staff wellbeing into your CSR
- Learning and development – investing in your employees

Olga Kelly, Head of People and Talent, **The Advantage Travel Partnership**

13:10 **Lunch**

13:50 **Welcome back**

Ami Naru, Partner, **Travlaw**

13:55 **Holiday pay and commission**

- The February 2019 Government guidance
- Calculating holiday pay when an employee receives commission
- Case law examples

Ami Naru, Partner, **Travlaw**

14:10 **Restrictive covenants**

- What are restrictive covenants?
- Why non-competition clauses are important in travel
- Ensuring your contracts stand up to scrutinisation in court
- The importance of restrictive covenants post-Brexit

Ami Naru, Partner, **Travlaw**

14:30 **Practical exercise: restrictive covenants**

- Analyse a restrictive covenant in an employment contract
- Why is it ineffective and how can it be improved?

Ami Naru, Partner, **Travlaw**

14:55 **Tea and coffee break**

15:15 **Disciplinary in the workplace**

- Changes to the ACAS code of practice on disciplinary and grievance procedures
- Communicating with your employees
- How to ensure appropriate action is taken

Natalie Dindar, Paralegal, **Travlaw**

15:45 **Effectively managing grievances within your organisation**

- Common types of grievance in the workplace
- How to investigate a complaint
- Dealing with grievances promptly and acting consistently across your business
- Handling an appeal against a decision

Natalie Dindar, Paralegal, **Travlaw**

16:15 **Practical exercise: effectively managing disciplinarys and grievances**

- Work in groups to examine a real-life example of a grievance letter
- Decide how this could be investigated and the best course of action to take

Natalie Dindar, Paralegal, **Travlaw**

16:35 **Case study: employment tribunals in practice**

- Preparing for and attending an employment tribunal
- How to prepare if you are called as a witness
- The impact of an employment tribunal on your business and the employees involved

Maria Rogers, Head of Human Resources, **Abercrombie & Kent**

16:55 **Summary and comments from the moderator**

17:00 **Close of seminar**

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About the event

ABTA's practical seminar returns for a second year to provide updated and specific advice on employment law and how you can administer these legal principles at work.

Employment law is constantly changing. It's vital that travel employers keep up-to-date with these changes to ensure you are compliant with new legislation and apply this legal framework to the way you treat your employees.

Listen to experts discuss the impact of Brexit on posted workers as well as employees from the EU working for you in the UK. Find out how the recent judgement on restrictive covenants in contracts, particularly in relation to non-compete clauses, might affect your travel business. Scrutinise restrictive covenants in an employment contract during a practical exercise and learn how to update them to make them more effective.

Understand your legal responsibilities for holiday pay commission, working hours and equality and diversity in the workplace. Take part in practical exercises on managing disciplinaries and grievances based on real-life scenarios.

There will be a focus on mental health in the workplace. Ensure you have effective policies in place to promote good mental health and wellbeing at work. Listen to a travel industry case study on creating a positive work-life balance amongst staff, how to provide support for your employees and the importance of investing in learning and development.

Benefits of attending

- Hear **key employment law updates**, tailored for travel industry employers
- Gain the confidence you need to handle **common employment issues and disputes**
- Take part in **practical exercises** based on real-life scenarios and benefit from travel industry case studies
- Get the latest on **equality and diversity** policies
- Find out how you can promote good **mental health** and wellbeing in the workplace and your **legal responsibilities** as employers
- Listen to expert advice on **restrictive covenants and clauses** in employee contracts
- By attending this event you will receive a certificate which can be used towards your **CPD**

Prices

ABTA Member/Partner **£235 plus VAT**

Non-Member/Partner* **£355 plus VAT**

**To qualify for the ABTA Member/Partner discount you must have a current ABTA Member/Partner number or your application must be in progress when the event takes place. For details on becoming an ABTA Member or Partner visit abta.com/join*

ABTA Conferences and Events

ABTA Conferences and Events delivers practical training for the travel industry. Our aim? To keep the industry up to date on the most important, business critical issues, with a key focus on practical learning outcomes.

ABTA is the UK's leading travel association with a membership of around 1,200 travel companies.

Our vision is to enable the British public to travel with confidence – supporting our Members as they build their businesses and acting as an emblem of quality and assurance for their customers.

Our level of brand recognition and trust among consumers is high. 76% of people feel more confident booking with an ABTA Member.

Who should attend?

This seminar is designed for those who have responsibility for human resource (HR) decision making within a travel organisation:

- HR teams or anyone with responsibility for a HR function
- Legal teams
- Owners, directors and senior line managers.

Register now

You can book online and pay by credit card or request an invoice.

Visit abta.co.uk/abtaevents to book.

You can view our terms and conditions on the event webpage at abta.com/eventstermsandconditions

Group booking discounts

Book **three places** and get **50% off the third place**

This discount will be automatically applied when you book online.

If you are looking to book for a larger group please contact events@abta.co.uk for a bespoke discount.

Following this event on, 4 December, we are holding a **Mock Employment Tribunal** event. We are pleased to offer a 20% discount if your company books both days. Please email events@abta.co.uk to get your 20% discount code before you register online.

Upcoming events

A Practical Guide to Arbitration and Conciliation

4 December 2019, London

Mock Employment Tribunal

4 December 2019, London

Apprenticeships in the Travel Industry

29 January 2020, London