



The Leadership  
INSTITUTE

# EMPLOYMENT LAW ROADSHOW 2024

Master HR complexities &  
ever-evolving risks

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<b>Brisbane</b>	<b>5th March</b>
<b>Perth:</b>	<b>7th March</b>
<b>Melbourne:</b>	<b>13th March</b>
<b>Sydney:</b>	<b>14th March</b>

## Don't miss the Interactive Masterclasses:

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Pre-Conference Masterclass:  
**Managing Ill & Injured Employees Masterclass**

Brisbane: 4th March | Perth: 6th March  
Melbourne: 12th March | Sydney: 13th March

Post-Conference Masterclass:  
**Effective & Compliant Performance Management Masterclass**

Brisbane: 6th March | Perth: 8th March  
Melbourne: 14th March | Sydney: 15th March

EMPLOYMENT LAW ROADSHOW 2024

# Legal updates and employment strategies from these top law firms.



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## About The Series

Don't miss out on this essential update series and prepare for the host of developments in the law surrounding employment.

2024 is set to be a year of change. From increases of minimum wages, casual employment updates, Fair Work Act revisions and increased penalties of underemployment and underpayments – these are developments that all managers must be aware of.

This comprehensive one-day event will give you insight and understanding of the latest reforms from a Federal and State level. You will hear from Australia's top employment lawyers and firms to not only understand how the law affects your organisation, but implement practical and proactive approaches to compliance and risk management.

### Attend and learn updates on:

- Future workforce planning considerations and risks
- Workplace privacy, data collection and surveillance
- Dealing with toxic workplace behaviours
- Performance management processes and risk management
- Preventing and investigating sexual harassment and bullying
- Terminations, unfair and constructive dismissals
- Enterprise bargaining frameworks and multi-employer agreements
- Employment contracts and HR trouble shooting in a post Covid environment



## EMPLOYMENT LAW ROADSHOW 2024

# Conference Dates.

## BRISBANE

**Main Conference:**  
5th March

**Pre-Conference Workshop:**  
4th March

**Post-Conference Workshop:**  
6th March

**Start/Finish Time:**  
9:00 am – 5:00 pm

**Venue:**  
Novotel South Bank Brisbane

**Address:**  
38 Cordelia St, South Brisbane, QLD, 4101

## PERTH

**Main Conference:**  
7th March

**Pre-Conference Workshop:**  
6th March

**Post-Conference Workshop:**  
8th March

**Start/Finish Time:**  
9:00 am – 5:00 pm

**Venue:**  
Novotel Perth Langley

**Address:**  
221 Adelaide Terrace, Perth WA 6000

## MELBOURNE

**Main Conference:**  
13th March

**Pre-Conference Workshop:**  
12th March

**Post-Conference Workshop:**  
14th March

**Start/Finish Time:**  
9:00 am – 5:00 pm

**Venue:**  
Novotel Melbourne on Collins

**Address:**  
270 Collins St, Melbourne VIC 3000

## SYDNEY

**Main Conference:**  
14th March

**Pre-Conference Workshop:**  
13th March

**Post-Conference Workshop:**  
15th March

**Start/Finish Time:**  
9:00 am – 5:00 pm

**Venue:**  
Novotel Sydney Central

**Address:**  
169/179 Thomas St, Haymarket, NSW, 2000

## + Who Should Attend?

- ✓ Heads of HR
- ✓ People & Culture Managers
- ✓ Heads of Talent Management
- ✓ Operational Management
- ✓ People and Capability Management
- ✓ HR advisors & Business Partners
- ✓ Employee Relations Managers
- ✓ General Managers
- ✓ Performance Managers

## EMPLOYMENT LAW ROADSHOW 2024

# Agenda.

BRISBANE: 5TH MARCH | PERTH: 7TH MARCH  
MELBOURNE: 13TH MARCH | SYDNEY: 14TH MARCH

### 9:00 AM: Employment Update - Future workforce planning considerations and risks: Flexible work and beyond

Presented by



- Managing a multigenerational workforce and adapting to change
- Recruitment risks and solutions to attract and retain high-performing employees
- Mitigating risks with alternative working models, such as gig workers and remote workers
- Potential implications of a 4 day work week
- Updates to flexible work arrangements and requests
  - Managing flexible work requests, understanding your new obligations and minimising disputes
  - Outcomes when employees refute denied requests
- 'Same job, same pay' obligations and updates in the Fair Work Act
  - Criteria used to determine 'same job'
  - How to calculate 'same pay'
  - What future changes can we expect?

### 9:50 AM: Managing workplace privacy, Surveillance & Data Collection

Presented by



- Current application of privacy laws to employees
- Understanding what information employers can collect about employees
- Access, use, disclosure and recordkeeping obligations of employers
  - What extent is 'workplace surveillance allowed'?
- Navigating cybersecurity, IT policy and work from home

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### 10:40 AM: MORNING TEA

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### 11:00 AM: Dealing with toxic workplace behaviours: Psychological safety, risk and your duty of care obligations

Presented by



- Your developing workplace safety and compliance obligations
- Understanding Duty of Care Codes of Practice Provisions for employers
- An onus on the employers to prioritise prevention
- Duty of care for a remote, hybrid and flexible workforce
- Managing poor or difficult behaviours and serious misconduct
  - Understanding reasonable and justified actions

### 11:50 AM: Sexual harassment, bullying prevention and your duty of care

Presented by



- Key reforms to the prohibition against sexual harassment in the workplace
  - An onus on the employer to prioritise prevention
- Investigating sexual harassment in the workplace
  - Latest investigation processes and how to avoid legal pitfalls
- Practical implications of the positive duty to eliminate sexual harassment
- Identifying cultures and behaviour that allows sexual harassment to occur - a tool kit for employers to undertake a risk assessment of their workplace
- Policies for a preventative approach and to remain compliant
- Examples of best performing risk mitigation strategies
- What's on the horizon from the Respect@Work report

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### 12:40 PM: LUNCH

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### 1:30 PM: Terminations, unfair dismissal, performance management and constructive dismissal

Presented by



- Reducing post-termination, adverse action and unfair dismissal claims
  - Managing tricky constructive dismissal cases and situations
- Managing performance and conduct based terminations
- Galvanising your disciplinary and termination processes
- Addressing issues within your performance management processes
- Using performance management as a tool to prevent dismissal risks

### 2:20 PM: Employment Contract Update

Presented by



- Upcoming changes to fixed and maximum term contract provisions
  - Minimising exposure risks related to fixed term and rolling contracts
- Understanding anti-avoidance provisions to prevent prohibition
- Checking contracts and awards for employment termination and redundancy processes
- Reviewing and updating standard form contracts and policies

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### 3:10 PM: AFTERNOON TEA

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### 3:30 PM: Enterprise bargaining framework and multi-employer agreements

Presented by



- Understanding updates to Secure Jobs, Better Pay legislation
  - How will negotiation and implementation of enterprise agreements be affected?
- New Statement of Principles for proposed enterprise agreements
- Streamlining the Better Off Overall Test (BOOT)
- Examining the revised structure of three multi-employer bargaining streams – cooperative workplaces agreements, supported bargaining authorisations, and single-interest employer authorisations
- What are the Fair Work Commission's new methods to deal with a bargaining dispute?
- Tips to avoid being 'roped-in' to multi-enterprise agreements

### 4:20 PM: Debriefing the day – Interactive Roundtable discussion

Presented by



This is your chance to debrief from the day and work through common sticking points that you might be experiencing in your typical week, or that pop up regularly in your role. This session will typically touch on

- General Protections and Protected Rights
- Broad array of triggers for general protections claims and workplace rights
- Sexual harassment positive duty
- Performance management and disciplinary processes
- Managing drugs and alcohol
- Enterprise bargaining agreements
- Disability and accessibility issues, including support of neurodivergent employees in multiple environments



# Pre-conference Workshop.

## Managing Ill & Injured Staff Masterclass

*Examine your legal obligations and practically navigate compliance*

BRISBANE: 4TH MARCH | PERTH: 6TH MARCH  
MELBOURNE: 12TH MARCH | SYDNEY: 13TH MARCH

Managing staff who are ill or injured, physically or psychologically, are amongst the most intricate challenges faced in the employee/employer relationship.

In our dynamic workplace environment, it's essential to understand the various legal considerations that come into play, including those related to discrimination, unfair dismissal, health and safety, privacy, compensation, and more. Managing compliance, driving company-based outcomes and safeguarding the rights and well-being of all employees is a constant balancing act that requires a heightened level of diligence.

In this comprehensive workshop, you will be equipped with the knowledge and tools to effectively navigate these complexities. This masterclass will focus on:

- Employment law obligations concerning ill and injured workers, including those with mental health concerns.
- Understand and accommodating an employee's impairment, especially during disciplinary and performance management measures.
- Recognize when and how to obtain crucial medical information about an employee's capacity.
- Formulate and execute a legally compliant strategy for managing employees through potential employment terminations.
- Appreciate updated legislative changes, case laws, and proven tactics to handle such sensitive situations.
- Expert advice on new case interpretations and their implications for managing ill and injured workers.
- Develop practical strategies to mitigate liabilities and understand the full spectrum of compliance risks.
- Establish successful return-to-work processes, handle non-cooperative employees, assess medical evidence, and more.
- Dive deep into potential claims, dispute resolutions, and mediation techniques to handle challenges efficiently.

By the end of this workshop, you'll be well-prepared to manage such situations while ensuring both your organization's operational needs and the rights of your employees are upheld.

**YOUR EXPERT FACILITATOR ANNOUNCED SHORTLY!**

# Post-conference Workshop.

## Effective & Compliant Performance Management Masterclass

**BRISBANE: 6TH MARCH | PERTH: 8TH MARCH**  
**MELBOURNE: 14TH MARCH | SYDNEY: 15TH MARCH**

This comprehensive one-day masterclass is tailored to offer you a seamless integration of the best practices in performance management while staying legally compliant. Dive deep into an actionable framework that will equip you with the knowledge and skills needed to effectively manage and enhance employee performance.

### OVERVIEW

- Understanding the ever-evolving legal landscape in performance management: from current trends, crucial learnings, to potential pitfalls.
- Embracing performance management in the digital age: strategies for virtual workplaces.
- Mastering a best practice approach to manage employee performance, ensuring alignment with legal guidelines.
- Sharpening your skills for crucial performance conversations, backed by real-life case scenarios.
- Insights into the termination of underperforming employees: what to do and what to avoid.

### KEY THEMES

- **Defining Performance Excellence:** Understand the essence of performance and the importance of clear performance standards as foundational tools for unbiased and effective performance management.
- **Navigating Performance Complexities:** Delve into the intricate world of HR practices, from understanding common contributors to performance gaps to managing the dynamics of the employment relationship.
- **Legal Insights & Compliance:** Investigate prevalent legal claims, potential risks related to performance processes, and strategies to minimize the chance of legal repercussions.
- **Communication Mastery:** Explore various communication styles and their impact on the workplace. Learn how to employ effective communication techniques to facilitate improved performance outcomes and meaningful, regular engagements.
- **Crucial Conversations & Decisions:** Equip yourself with the tools to have effective conversations during performance evaluations, ensuring the right approach with employees, while confidently navigating potential legal risks.
- **Performance Processes in Action:** Identify and sidestep potentially cumbersome or ineffective performance processes. Understand the nuances of Performance Improvement Plans (PIP) and the potential legal consequences associated with them.

### YOUR EXPERT FACILITATOR



**Alan Prasad**  
Group Principal  
Nexus Law Group



Alan is a Group Principal in the Sydney office of the national law firm, Nexus Law Group ([www.nexuslawyers.com.au](http://www.nexuslawyers.com.au)). The former head of Australian Lawyers Network (which merged with Nexus in 2017), Alan is a highly experienced and well respected corporate and commercial lawyer with 20 years of experience in private practice, working with SMEs, medium-to-large national and international companies across Australia, Singapore, New Zealand and the South Pacific.

Alan is passionate about providing practical, commercially-driven solutions, and regularly advises companies in strategic acquisitions, business succession and dispute resolution.



## Pricing

PLEASE NOTE: PRICES EXCLUDE GST

### FIRST IN RATES

### EARLY BIRD RATES

### STANDARD RATES

PRE-CONFERENCE WOKSHOP ONLY	\$999	\$999	\$999
POST CONFERENCE WORKSHOP ONLY	\$999	\$999	\$999
CONFERENCE ONLY	\$1,299	\$1,399	\$1,499
CONFERENCE + PRE WORKSHOP	\$1,899	\$1,999	\$2,099
CONFERENCE + POST WORKSHOP	\$1,899	\$1,999	\$2,099
ENTIRE EVENT (ALL 3 DAYS)	\$2,599	\$2,699	\$2,799

## Group Discounts

Looking to send more than 1 team member? Interested in bringing a colleague along? Learning is always better when done in teams (and your company gains more value too!) Take advantage of our group discounts:

- Register 3 attendees and get a **5% discount**
- Register 4-5 attendees and get a **10% discount**
- Register 6 or more and get a **15% discount**

## Terms and Conditions

### CHANGES TO EVENTS (COVID – 19 & BEYOND)

Many events this year have inevitably been postponed or cancelled due to State and Federal Government mandated shutdowns. We are doing our best to ensure that these events will go ahead on postponed dates and via livestreaming mechanisms. In the event that your registration or participation in an event has been postponed, The Leadership Institute offers flexible tickets and credit notes to all clients that have been impacted. Given the financial and economic impact of COVID – 19, The Leadership Institute is unable to offer a financial refund for events that have been affected by COVID – 19.

A tremendous amount of effort is spent to ensure all of The Leadership Institute events proceed as originally marketed. It is with regret that circumstances beyond The Leadership Institute's control can prevent this from happening. As such, The Leadership Institute reserves the right to change the speaker and/or agenda details at any time throughout the marketing lifecycle of an event. The Leadership Institute will diligently minimise the risks of changes to any event and will always ensure events deliver the content that is advertised. The Leadership Institute will notify all participants of any changes in a timely manner leading up to an event.

### CANCELLATION POLICY

If you are unable to attend an event, The Leadership Institute accepts substituted attendees in your place at no additional cost. Please advise us of any substitutions as soon as possible. Alternatively, you may transfer your registration to another event run by The Leadership Institute.

Cancelled registrations must be emailed to [info@theleadershipinstitute.com.au](mailto:info@theleadershipinstitute.com.au) as soon as possible. A credit note will be issued valid for use towards any future event within the following 12 months following date of issuance. Cancellation notifications received less than 14 days from the event running will receive a credit note to the value of the registration fee less a service fee of \$300.

The Leadership Institute does not provide refunds for cancellation.

It is not possible for multiple people to attend within any day of the event on a single registration. Split tickets, i.e. a different person attending each day of the event, can be arranged. Please call or email us to arrange the details.

If an event is cancelled or rescheduled, The Leadership Institute will ensure all stakeholders are contacted. If an event is cancelled or you are unable to attend the rescheduled event, you will be issued with a credit note valid for use towards any future The Leadership Institute event held in the twelve months following date of issuance.

### CREDIT NOTES

In the event of issuance of credit notes, holders are entitled to use this credit towards ANY The Leadership Institute event which can accommodate additional delegates. Credit notes must be used within 12 months from the date of issue to avoid expiry.

### CUSTOMER PRIVACY

The Leadership Institute takes diligent action to ensure all client details are protected. Furthermore, we respect our customer's right to 'opt out' of our various promotional activities for relevant, upcoming events. If you do not want to receive further information about our upcoming conferences, training courses and learning experiences, please email us at [info@theleadershipinstitute.com.au](mailto:info@theleadershipinstitute.com.au).

### ONCE YOU ARE REGISTERED, WHAT IS THE NEXT STEP?

When you have registered for an event, and that registration has been received by The Leadership Institute, you will be sent a confirmation email. This will include your invoice and any relevant information regarding the event you are registered for. The Leadership Institute will regularly keep you updated regarding the events for which you have registered. If you require any further information visit our website at: [www.theleadershipinstitute.com.au](http://www.theleadershipinstitute.com.au) or call us on (02) 8294 2044.