

GROUP CHAIRS & SECRETARIES

BRANCH

BRANCH CHAIR Krista Powell Edwards 01978 753026 (h/w)
Krista@humanistics.org.uk

SECRETARY Vacant

LIVERPOOL GROUP

CHAIR David James 0151 228 0888 (w)
0151 722 2258 (h)
djames@msdp.org.u (w)

SECRETARY Jan Newland
jan.newland@knowsley.gov.uk

ST HELENS & WARRINGTON GROUP

CHAIR Peter Cureton
p.cureton@chester.ac.uk

SECRETARY Carol Livesey 01925 603833 (w)
c.a.livesey@dl.ac.uk

CHESTER GROUP

CHAIR Karen Cregan 01244 375444 (w)
k.cregan@chester.ac.uk (w) ext 2044

SECRETARY Pauline Brown
eclipseexecutive@btconnect.com

NORTH WALES GROUP

CHAIR Marilyn James 01492 877083 (w)
mari.james@dnaglobal.com

SECRETARY Clair Tipton 01248 682666 (w)
clair.tipton@nww-tr.wales.nhs.uk

ISLE OF MAN GROUP

CHAIR Iris Belshaw 01624 853060 (h)
info@spenglerfox.co.im (h)

EVENTS SECRETARY Sue Cook 01624 620022 (h)
sue@hamblin.co.im (w)

CPD CONTACTS

Cathy Blades 01928 719139 (h)
cathy@blades2001.fsnet.co.uk (h)

Nadine Taylor 07763 651120
tayloray@yahoo.co.uk

ADVERTISING IN UPDATE

PAGE SPECIFICATIONS AS

FOLLOWS: with effect from 1 January 2005

Full page: 230 x 174 mm Full page £1000 + vat

1/2 page portrait: 230 x 84 mm Half page £550 + vat

1/2 page landscape: 112 x 174 mm

1/4 page 112 x 84 mm Quarter page £350 + vat

We do not publish advertorial copy (see advertisement costs per page which will apply).

INSERTS with effect from 1 January 2005

Single page flyers will be inserted at £400 + vat. Inserts, over 90gsm will be £450 + vat. 2 sheet inserts, (4 sides) will be £800 + vat. There will also be a limit placed on the number of inserts allowed within each edition, therefore it will operate on a 1st come 1st served basis. Please ensure you book your insert or advertisement directly with the Editor who will confirm costs and deadlines.

Circulation currently stands at 4000+. We require you to provide 4500 copies of your insert. Delivery details will be confirmed by the Editor or Branch Administrator at the time of booking. Please note:- inserts and advertisements must arrive by the deadline to guarantee insertion. Editorial reserve the right to delay distribution to members if required.

Special prices for CIPD members

For a competitive quote and quick turn around on print, design and production of advertisements or inserts contact: Melanie MacNab or Natasha Alaimo at Enlighten on Tel: 0870 7547544 Fax: 0870 7547554 Mobile: 0776 2432099 email: info@enlightencommunications.co.uk

Copy deadline: articles, contributions and bookings for inserts and advertisements must be received by Friday 27 January 2006.

Contact: Christine Gibson, the Editor,
E-mail: updateeditor@yahoo.co.uk
Tel: 07817 121085

Branch Website:
<http://branchwebs.cipd.co.uk/merseyside/>

Organisations or individuals wishing to write copy for the UPDATE must respect the following guidelines:

Articles must reflect research, novel approaches, best practice and be of sufficient depth to be of interest to our membership.

Anything pitched at the subject area of the Professional Qualification Scheme (excluding option modules) is unlikely to warrant publication unless it meets the above criteria.

We require copy to be sent via e-mail or on disk, with hard copy back-up provided as Microsoft Word or text document. Company logos & images must be provided as Illustrator eps or Jpeg files.

Update schedule for 2006

Recommended Deadlines for articles

Friday 27 January 2006
Tuesday 2 May 2006

Delivery to members

w/c 1 March 2006
w/c 5 June 2006

Chartered Institute of Personnel and Development



UPDATE

The regular update for the CIPD members in Merseyside, North Cheshire, North Wales and Isle of Man

January 2006

Great News for UPDATE New Editor

Sponsorship your Company featured here –

see page 1
for details



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a great
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Claire Birks HR Manager, Bargain Crazy

Talk about
what we do

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T: 0870 754 7544 E: info@enlightencommunications.co.uk
Europa House, Adlington Estate, Adlington, Cheshire SK10 4NP

Employee Recruitment & Communications

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- Retention strategies and opinion surveys
- Employee incentives
- Staff referrals
- Internal communications
- Recruitment roadshows
- Employer handbooks
- Training manuals
- Diversity communications
- Desk top research
- Bespoke research

Letter from the new *Editor*



Hi

I'm the new update Editor (I knew that Diploma in Professional Proofreading and Editing would come in useful one day!). I look forward to working with the committee and all the branch members.

Thank you to Pauline and Pete for making me so welcome and giving me the benefit of their extensive, combined experience in this role.

Please contact me with any ideas you have for articles or advertising requests: updateeditor@yahoo.co.uk, but I hope you'll understand if they're declined for reasons of space, cost or content. The Editor's decision is final!

Have a happy and prosperous New Year.

Christine Gibson

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View from the Chair

Welcome to the first Update of 2006!

Why not plan to use the CIPD for maximum value this year? If you upgrade (and there are plenty of people who can help you with this), you can start 2006 with a professional designation after your name - recognition of your skills, knowledge and experience.

Or why not attend an event if you haven't before? We have plenty of interesting events - you can attend any in the branch (and indeed outside the branch). If you want something that is not on offer ask us to put an event on that suits you! It's your branch so please let us know what you want and would value. Why not e-mail me your plans in the CIPD and let me help you achieve them!

Have a great 2006.



Krista Powell-Edwards

Branch Chair

Icy conditions, stormy waters, arid atmosphere, boiling temperatures

Like the British weather, people can be unpredictable

Conflict is a fact of life. Everyone knows that. But not everyone knows how to deal with it.

At Ellis Solutions, we specialise in 'Conflict Resolution'. We provide a professional and impartial Conflict Resolution service, offering a variety of mediation and investigation techniques to help solve workplace conflict.

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Professional Qualification and CPD opportunities

Certificate in Business Management – Gain Licentiate Membership of CIPD

A one-year part time programme business and management qualification, which covers the CIPD Leadership and Management syllabus. Successful completion gives licentiate membership of CIPD and entry to the MA Personnel and Development programme.

MA Personnel and Development – Gain an MA at the same time as Grad CIPD

A two-year part time programme, which is accredited by CIPD, it is open to those who have completed the CIPD Leadership and Management programme. Successful completion leads to Graduate Membership of CIPD and the MA qualification.

MA Strategic Human Resources – Top up your professional qualification, gain an MA

A one year programme designed for experienced HR practitioners who are corporate members of CIPD, you will attend for three, two-day blocks followed by six action learning sets to support the development of your dissertation. Successful completion leads to the award of MA Strategic Human Resources.

Further information is available from Melanie Earle – Programme Administrator tel: 0151 231 3800 email: blwpg@livjm.ac.uk

SPONSORSHIP

Would you like to see your company featured on the front of this newsletter, highlight your services to 4,200 CIPD members, provide easily accessible contact details to potential clients in the Merseyside, North Cheshire and North Wales area?

We are seeking sponsors from organisations which would like a strapline, logo and telephone/e-mail details displayed at the foot

of the front page – see example on the front of this edition. We offer this, initially, at £500 + VAT per edition, and we are hoping to attract sufficient interest to rotate sponsors throughout the year. This income would offset the increasing publishing and postage costs, and help to retain this quality product without compromising the CIPD brand.

If you wish to discuss this opportunity further, please contact our Branch Chair, Krista Powell Edwards (see details on back page)

As a new member of the CIPD I attended my first event at the Daresbury Laboratories with trepidation; the topic was Graphic Facilitation, the title of which was interesting if not wholly explanatory.



Upon arrival, I was greeted warmly by the group where tea and Danish pastries were provided (very important at 10.00 am on a Saturday). Then we were all welcomed by the speaker Dig Woodvine (from XCL on dig@xcl.info), who immediately put every-

one at ease. Dig provided us with 4 x 4 white boards tacked with brown paper and proceeded to instruct us how to draw a variety of basic drawing shapes - straight lines and circles etc.

At this point I was finding it hard to relate to the CIPD and wondering what value there would be to communication from Graphic Facilitation.

The next level was to learn to draw stylised figures and landscapes. This created lots of laughter and frivolity between a group of people who hadn't met previously, and had no idea how to draw when they arrived. We were provided with small books of icons which allowed us to copy them onto the boards. At this point it began to be clear that we were using a communication medium, and that this method could produce posters, flyers, and notice boards etc cheaply, quickly and with a very low skill level, in a personalised and fun, team exercise. In my first hour I had still not grasped the true value of Graphic Facilitation.

From there we worked in pairs to produce a storyboard using the bare essentials of a marker pen and child's packet of coloured chalk. At last the true value of Graphic Facilitation became clear. By using the whole group and ten white boards, we were actually producing the working storyboard of a company and a wide variety of personnel, which included all the important aspects of communication. As a presentation and development tool the more we worked



with the storyboard the more powerful it became; this from a group of people who two hours previously would have laid absolutely no claims to artistic leanings, training or abilities.



The final story ranged the length of the conference room and gave a company overview from the inception, through development, to the present day and future goals underpinned by the company's strategy, values and vision.

The true value of this exercise was by now becoming apparent; the ability to bring together a diverse group of colleagues from the same company bringing their variety of skills and expertise into building a storyboard around their company. The buy-in to company strategy and long-term goals, and colleagues' understanding of them (or lack of) was highlighted by this very powerful medium.

So that this was not a one-off event the technology is available through Dig Woodvine to photograph, collate and publish these story boards in real time to provide to the group.

After only two hours I came away with two powerful themes and tools for the future:

- **The value of graphics in communicating a powerful message.**
- **A team-building exercise underpinned with a real theme such as strategy, objectives etc.**
- **A viable alternative to a Power-point presentation using clip art and a standard flipchart presentation which involves the whole group.**



Written by Shelagh Rothwell

Q I have an employee who is not coming up to scratch with less than 1 year's service. We don't have a probationary period in our contracts, but do I have to go through our full procedures in order to dismiss?

A If there is less than a week to go before the anniversary of the employee's start date, the contract can be extended by a week to prevent the cynical dismissal of an employee to exclude the right to claim unfair dismissal.

However, in normal circumstances an employee must have a year of continuous employment with an employer before s/he has the right to claim unfair dismissal. The Government is contemplating making the statutory dismissal procedure a contractual right for everybody, but until it does the UK system of requiring up to one year of service is almost like the United States' system of dismissal at will.

Caution is necessary, however, as unfair dismissal is not the only protection an employee has. There are now numerous grounds for claiming discrimination which can be made as soon as a person is employed... and, in many cases, where they are not necessarily employed but are classed as "workers". There are also a number of cases where an employee can claim unfair dismissal which do not require 1 year's continuous employment, such as:-

- a If the dismissal is connected to the employee's Trade Union activities, carried out at an appropriate time (this is usually out of work hours or during work, with the employer's permission. This does not include strikes or working to rule).
- b The employee is dismissed for belonging to a Trade Union.
- c The employee is dismissed for refusing to join a Trade Union.
- d Dismissal was connected to the employee's pregnancy and maternity rights.
- e Dismissal of shop workers or those who work in the betting industry, who object to working on Sundays.
- f Dismissal relating to a worker asserting their rights under employment laws.
- g Dismissal of an employee observing health & safety rules.

h Dismissal of a worker elected as a representative for collective redundancy or transfer consultation purposes.

i Dismissal of an employee for making a protected disclosure - "whistle-blowers".

Where an employee alleges one of the above grounds as being the real reason for dismissal, or discrimination, the employer's failure to follow any proper procedure, or its own written procedure, might well lead the Tribunal to reach the conclusion that the real reason for the dismissal is not poor performance but an excuse to cover up the discrimination or statutory exception set out above.

Advice: Follow a fair procedure in the interests of fairness and to protect the business from unnecessary liability.

Q Can my employee leave without giving me proper notice?

A In the contract of employment the employee normally agrees to give a certain period of notice before leaving. To leave without that notice is a breach of the contract.

If you suffer loss because of that breach then, theoretically, you can sue for damages. This is not in an Employment Tribunal, unless the employee claims a breach of contract in the Tribunal which means that the employer can counter claim for any breach by the employee. However, you can only claim for loss. Since the bulk of the expense in hiring a replacement is in the recruitment and training, which would have to be expended in any event, where is the loss? It is normally the case that the employer actually saves through not having to pay the wages during the period until a new employee is taken on.

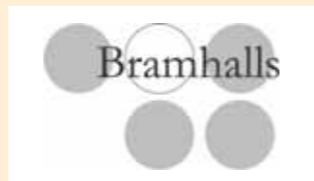
Whilst there is a technical breach, therefore, it is unusual for an employer to be able to claim any damages for breach of contract as there is rarely any financial loss.

However, where the notice period can help the employer is to enforce restrictions relating to competition or confidentiality during what should have been the employee's notice period. Whilst you might not suffer any financial loss, and you are unlikely to be able to force the employee to work for you, you might be able to prevent the employee working for a competitor in the notice period.

Congratulations to Mari James, Group Chair North Wales on achieving her fellowship of the CIPD, and to Pat Foster, committee member on becoming a magistrate



Phil Bramhall, Bramhalls presented the Chester Group annual Employment Law Update at St David's Park Hotel, Ewloe on Tuesday, 15 November 2005. It was a "full house" and delegates tackled some meaty topics; such as the new Age Discrimination legislation, TUPE Proposals, and the Work and Families Bill.



Following a splendid lunch, the afternoon was spent discussing new case law and practical advice for delegates to take back to their organisations.

Do join us for another employment law event Eurolinx – the European Dimension on 16 February 2006 in the Boat Museum, Ellesmere Port. We look forward to giving you a warm welcome if you can join us. This is a free branch event, but booking is essential

Please contact me for any topics you would like to see covered. E-mail: eclipseexecutive@btconnect.com or telephone: **01244 317772**

Pauline Brown
Vice Chair – Branch



Events Diary

JANUARY 2006

BRANCH

Wednesday 11th

Event: SIG Business Planning Workshop for Self Employed HR Consultants
Venue: Ramada Jarvis Hotel, Chester
Time: 6.30pm
Closing Date: Monday 9 January 2006
Contact: Jackie Atkinson
Email: info@2020hrm.com

STAW GROUP

Wednesday 18th

Event: Building Cross-Cultural Competence (joint CMI event)
Speaker: Kathryn Eade – Thinking People
Venue: Chester College, Padgate Campus, Warrington, WA2 0BB
Time: 6.30pm
Closing Date: Monday 16 January 2006
Cost: Free
Contact: Carol Livesey
Email: c.a.livesey@dl.ac.uk

NORTH WALES GROUP

Wednesday 25th

Event: Mock Tribunal
Speaker: Kate Catherall, Aaron & Partners, Chester
Venue: Faenol Fawr Country House Hotel, Bodolwyddan, St Asaph, Denbighshire, LL18 5UN
Time: 9.30am – 12.30pm (lunch 12.45pm)
Closing Date: Monday 23 January 2006
Cost: £40 members, £50 non-members
Contact: Shirley Cantello
Email: people.mattersnw@virgin.net

LIVERPOOL GROUP

Wednesday 25th

Event: HR Quiz Night
Venue: Merseyside Police HQ, Canning Place, Liverpool
Time: Buffet from 6.30pm for 7.30pm start
Closing Date: Monday 23 January 2006
Cost: £15pp (£60 per team) includes buffet and prizes
Contact: David James
Email: djames@msdp.org.uk

FEBRUARY 2006

ISLE OF MAN GROUP

Friday 10th

Event: Annual Event – Mexican Theme Night
Speaker: –
Venue: Hilton Hotel, Douglas, Isle of Man
Time: 7.30pm – 12pm
Cost: TBC
Contact: TBC
Email: TBC

Please now book all events via Julie Cotton
juliecotts2003@yahoo.co.uk

CHESTER GROUP

Tuesday 14th

Event: Equality and Diversity – achieving excellence
Speaker: ACAS, DRC, Pearn Kandola
Venue: Ramada Hotel, Whitchurch Road, Chester, CH3 5QL (Note change of venue)
Time: 9am (for 9.30am) to 5pm
Closing Date: Friday 10 February 2006
Cost: £50 Members, £75 Non Members, £25 non-sponsored students
Contact: Pete Fryer
Email: peter.fryer@livlon.co.uk

STAW GROUP

Thursday 16th

Event: Mental Toughness
Speaker: From AQR Ltd
Venue: EEF, Glazebrook, Warrington
Time: 6.30pm for 7pm start
Closing Date: Tuesday 14 February 2006
Cost: Free Event – run jointly with CMI
Contact: Carol Livesey
Email: c.a.livesey@dl.ac.uk

MARCH 2006

LIVERPOOL GROUP

Wednesday 1st

Event: Mock Tribunal
Speaker: Kerstie Speaking, Halliwells
Venue: See website for details
Time: 9.30am – 4pm finish
Closing Date: Monday 30 January 2006
Cost: £40 members, £50 non-members
Contact: David James
Email: djames@msdp.org.uk

STAW GROUP

Tuesday 7th

Event: Bullying and Harassment (joint CMI event)
Venue: EEF, Glazebrook, Warrington
Time: 6.30pm for 7pm start
Closing Date: Friday 3 March 2006
Cost: Free event
Contact: Cathy Blades
Email: cathy@blades2001.fsnet.co.uk

APRIL 2006

CHESTER GROUP

Wednesday 5th

Event: NLP – The Study of Human Excellence
Speaker: Geoffrey Leigh
Venue: University College, Chester (room TBC)
Time: 6.30pm for 7pm start
Closing Date: Monday 3 April 2006
Cost: £10 members, £15 non-members
Contact: Victoria Tiller
Email: victoriatiller@praxia.co.uk

Mental Toughness – The Key for Peak Performance

The Isle of Man Group of the Chartered Institute of Personnel and Development's (CIPD) November meeting was attended by 40 professionals to hear Doug Strycharczyk, from AQR Ltd, deliver a very interesting talk on mental toughness. He debated how we all respond differently to stressors and challenges in the workplace, and discussed a questionnaire which has been developed by Dr Peter Clough from Hull University. The on-line questionnaire, which is marketed as a useful tool for human resources professionals, takes about 8 minutes to complete. It then produces a set of reports for the individual to let them see how they measure up against a norm group in the areas of challenge, control, commitment and confidence. Doug explained that these are all measures of mental toughness and taken together will indicate peak

performance. The reports produced are useful for management development and coaching. Doug's company works with a number of clients in the UK and also runs workshops on Managing for Peak Performance, and Stress Management.

Iris Belshaw, Chairman of the CIPD Isle of Man, is pictured right welcoming Doug to the Isle of Man and thanking him for his presentation.



STAW Branch will also be hosting this event on 16 February. Please see Events Diary for details.

Equality & Diversity – Achieving Excellence

(Note – change of venue)
Ramada Hotel, Whitchurch Road, Chester
Tuesday, 14 February 2006

Leading organisations in the field of diversity come together to present a full day of training in this challenging topic.

Issues under discussion will include conflict management, family-friendly policies, developing the business case, and the practical steps towards equality.

Contributors include:

ACAS – tackling bullying and harassment - including legislation, proactive management, and how to monitor progress.

Disability Rights Commission - an overview of the legislation, and an explanation of what employers should be doing to improve equality of opportunity in the workplace.

Occupational Psychologists, Pearn Kandola - exploring how diversity adds value to organisations by proactively embracing difference.

There will also be a presentation and discussion on sexual orientation, and an opportunity to network with fellow HR practitioners to examine case studies on this important subject.

This type of seminar is typically marketed in the £500-£600 range. As a service to our members, we offer it at a fraction of that cost without compromising the quality of the event.

Book early – places are limited!