



# In-house Division Engagement Programme 2017/2018





## *Foreword*

### **Welcome to the Law Society's In-house Division 2017/2018 Engagement Programme.**

Our mission is to bring in-house lawyers together to share best practice and address current issues and challenges in a supportive environment.

We have an exciting year ahead assisting the Law Society to represent, promote and support all in-house lawyers by delivering an effective and relevant engagement programme.

The results of the Law Society's member survey 2017 are encouraging, demonstrating that engagement with our in-house members has increased by 11% compared with 2016. This has also been reflected in the activities of the Division in the last year with event registrations increasing by nearly 30% and a quarter of our community viewing our InsideOut Magazine and e-newsletter content.

We are pleased with the progress made so far and we know that there is more that can be done to further improve our engagement with you.

Over the next year, the Law Society will seek to grow its reach to you by:

- continuing to represent you in challenging areas, such as legal professional privilege and pro bono work
- promoting and benchmarking the contribution you are making to our community, through our upcoming research and whitepapers, and
- supporting you in this ever-changing regulatory landscape and providing best practice guidance, via events and content.

Your feedback and thoughts are key in helping to shape the work of the Law Society's In-house Division, so if you wish to seek our support or just want to connect, please get in touch at [inhouse@lawsociety.org.uk](mailto:inhouse@lawsociety.org.uk).

## *Our vision*

**To bring in-house lawyers together to share best practice and address current issues and challenges in a supportive environment.**

The Division's engagement programme is created in close consultation with the In-house Division Committee and is aimed at members working in corporate and public sectors, not-for-profit and charities.

**The programme will:**

- Address leadership and strategy, risk management, regulatory developments and legal management through a series of events, member support activities, research and thought leadership.
- Support, promote and represent in-house lawyers by providing opportunities to share and develop best practice, to exchange ideas and experiences, to learn from peers, and by sharing research information.
- Provide opportunities for in-house lawyers to influence the overall direction of the legal sector.
- Promote the in-house legal profession.
- Help the Law Society to better understand and represent its in-house members.



## *Events*

During 2018 the Law Society will host a range of events on issues that matter to in-house lawyers. Events will be held across England and Wales. Details of these events will be published on our website: [www.lawsociety.org.uk/in-house](http://www.lawsociety.org.uk/in-house)

### **LexisNexis and Law Society roundtables and panel sessions**

We are delighted to announce a collaboration between LexisNexis and the Law Society to support in-house lawyers and the wider in-house legal community.

Together we will provide a platform for you to share and hear best practice and insights; interrogate current trends and their implications for you and your organisations; debate what the future will bring and how best to harness opportunities; and discuss the hot topics of the day.

We invite you to join in a series of events and discussions over the coming months as we endeavour to support, promote and represent the in-house legal community, and each member within it, to succeed.

#### **Roundtables**

**Promoting honesty - ethical policy – 19 July 2018**

**Is legal operations the future? – 6 September 2018**

**Manage or lead? What a CEO wants – 12 September 2018**

#### **Breakfast panels**

**What is an 'efficient and effective' legal team? – 15 May 2018**

**Process management – is the technology overrated? – 26 June 2018**

### **Additional roundtables and panel sessions**

#### **Roundtables**

**Pro bono for in-house – 18 April 2018**

**Risk and in-house – 25 June 2018 (Manchester, TBC)**

**Manage or lead? What a CEO wants – 2 July 2018 (Manchester, TBC)**

**Is legal operations the future? - September 2018 (regional, TBC)**

**How can legal leads lobby? – 17 October 2018**

#### **Breakfast panels**

**More for less – what does this really mean? - October 2018 (regional, TBC)**

## Seminars and workshops

Our topical seminars and workshops are aimed at giving practical advice and guidance around the main issues and challenges faced by in-house lawyers, from regulatory changes, risk and compliance to career development and soft skills.

### Pro bono for in-house lawyers

**When:** Thursday 15 February 2018, 17:30 – 20:30

**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL

**Cost:** Free

As an in-house lawyer, how can you work in a pro bono capacity? How can your organisation encourage and promote pro bono programmes? Learn from examples of programmes that are working well from experts and peers.

### Difficult people and challenging situations workshop

**When:** Thursday 22 March 2018, 17:30 – 20:30

**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL

**Cost:** From £20 + VAT

Few people relish or enjoy the prospect of having a 'difficult' conversation, with the consequence that aberrant behaviour or performance issues can remain unaddressed. This two hour session will provide tools and techniques to address these tricky people issues.

### Mitigating risk for in-house

**When:** Wednesday 18 April 2018, 17:30 - 20:30

**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL

**Cost:** Free

Practical solutions and tools to help in-house lawyers make the transition from legal risk manager to strategic risk partner.

### Personal branding for lawyers: How to build and maintain your personal brand

**When:** Thursday 12 July 2018

**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL

**Cost:** From £20 + VAT

### Soft skills workshop

**When:** Thursday 6 September 2018

**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL

**Cost:** From £20 + VAT

### Mitigating risk for in-house

**When:** Wednesday 19 September 2018, 12.00 – 14.30

**Venues:** Manchester, TBC

**Cost:** Free

Practical solutions and tools to help in-house lawyers make the transition from legal risk manager to strategic risk partner.

### Mitigating risk for in-house

**When:** Thursday 27 September 2018, 12.00-14.30

**Venues:** Birmingham, TBC

**Cost:** Free

Practical solutions and tools to help in-house lawyers make the transition from legal risk manager to strategic risk partner.



## The future of panel management

**When:** Thursday 27 September 2018, 17:30 - 20:30  
**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL  
**Cost:** Free

## Brexit – where are we now?

**When:** October 2018, AM or PM  
**Venues:** Birmingham, TBC  
**Cost:** Free

## Brexit – where are we now?

**When:** October 2018, AM or PM  
**Venues:** Manchester, TBC  
**Cost:** Free

## Soft skills workshop

**When:** 2018  
**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL  
**Cost:** From £20 + VAT

## Brexit – where are we now?

**When:** Wednesday 31 October 2018, 17:30 - 20:30  
**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL  
**Cost:** Free

## In-house Division annual conference

**When:** 13-14 June 2018, Time 9:30 – 17:30  
**Venues:** The Law Society, 113 Chancery Lane, London WC2A 1PL  
**Cost:** From £145

We are excited to announce our new in-house conference to be held on 13-14 June 2018 in London.

The in-house annual conference is our flagship strategic summit for the 27,000-strong in-house legal community in England and Wales. Every year we draw hundreds of in-house counsel from the corporate, public and not-for-profit sectors to discuss and promote best practice.

In 2018 we are expanding the scope and length of this top-level conference to engage delegates in thoughtful debate and facilitate practical insight and solutions to mounting demands on the in-house function.

Our priority is to provide strategic insight and solutions through expert faculty and contributors and to ensure takeaways are practical and resonate with the demands of industry, peer groups and boards.

At the 2018 summit, keynote presentations, panels and breakout sessions will include the following strategic themes:

- Performance management and driving excellence
- Relationship building, leadership skills and managing careers
- Regulatory and risk management
- Role of the in-house counsel

The updated programme is available on our website.

## Webinars

Register for our topical webinars throughout the year and join us on the day or view them on demand.  
[www.lawsociety.org.uk/in-house](http://www.lawsociety.org.uk/in-house)

### General Data Protection Regulation (GDPR)

**When:** 2018  
**Cost:** £45 + VAT

The latest updates for in-house lawyers. More details to follow.

### Top tips for rewarding good performance

**When:** 2018  
**Cost:** £45 + VAT

The latest updates for in-house lawyers. More details to follow.

### Legal professional privilege for in-house lawyers 2017

**When:** On-demand  
**Cost:** £45 + VAT

Colin Passmore, senior partner at Simmons & Simmons will advise on the updates to legal professional privilege relevant to in-house lawyers, tying in with the recent release of the Law Society's practice note.

### The new SRA Handbook - what next for in-house lawyers?

**When:** On-demand  
**Cost:** £45 + VAT

The Handbook is being substantially reduced in length and prescription and is being divided into two - one Code for individuals and another for regulated firms and entities.

### Why some lawyers are poor negotiators and what they can do about it

**When:** On-demand  
**Cost:** £45 + VAT

Leadership consultant Ciarán Fenton outlines key steps in developing your negotiating skills as an in-house lawyer.



## *Member Offer*

### Consultations

The Law Society develops policy on proposals to change the law and ensures the voice of the in-house legal community is heard with key decision-makers. The Society seeks input from a variety of sources, including in-house lawyers, government departments and non-governmental organisations to provide robust and evidence-based consultation responses. The Division, with the support of the committee, will be the voice of the in-house sector in this process.

### E-newsletter – In-house forum

The Law Society has a dedicated e-newsletter for lawyers working in-house. It includes updates on the In-house Division, news, features, events and activities relevant to our in-house members. Issues will be available and emailed to members in December 2017, February, April, June and September 2018.

### InsideOut Magazine

The In-house Division's e-magazine, InsideOut is available online four times a year. It features hot topics affecting in-house members working across the public, corporate and not-for-profit sectors. It provides practical information and guidance on issues such as leadership, ethics, technology, demonstrating value, risk and how to plan a successful in-house career. Issues published in January, April, July and October 2018.

### Member introductions

The Law Society has a wide range of member communities and can facilitate commercial introductions between members. Members interested in connecting with others are encouraged to get in contact via [inhouse@lawsociety.org.uk](mailto:inhouse@lawsociety.org.uk).

### Lexology and Westlaw UK updates

The Law Society, partnering with Lexology, distributes an innovative daily newsfeed, providing corporate members with essential, global market intelligence. The In-house Division newsstand is specifically tailored to reflect industry practice areas, along with other relevant work areas identified by our Research team. You can personalise your subscription to reflect your industry, sector and/or other interests, and define how often you receive it.

The Law Society, partnering with Westlaw UK, provides a fortnightly bulletin, available to download from the In-house Division website, with news and commentary on topical issues aimed at the public, not-for-profit and charity sectors.

### LinkedIn

Please join the Law Society In House Division group at [www.linkedin.com/groups/8500034](https://www.linkedin.com/groups/8500034) to find out more about news, events and other relevant activities. We encourage you to increase your in-house legal network and join.

### Website

The In-house Division website [www.lawsociety.org.uk/in-house](http://www.lawsociety.org.uk/in-house) is a one-stop portal of information for in-house lawyers. It contains practical guidance, news, research and event details, whatever type of law or sector your work in. We want it to remain relevant and useful, so get in touch at [inhouse@lawsociety.org.uk](mailto:inhouse@lawsociety.org.uk) if there is something missing or if you have any feedback.

## Committee

This programme of engagement is created in consultation with the In-house Division Committee.

The Committee advises how the Law Society can best support its members who work as in-house lawyers.

The Law Society thanks all the Committee members, whose details are included below, for their time, commitment and contribution. For more information on the In-house Division, please visit [www.lawsociety.org.uk/in-house](http://www.lawsociety.org.uk/in-house).

If you would like to get in touch with us, with ideas or feedback on our member offering, please email [inhouse@lawsociety.org.uk](mailto:inhouse@lawsociety.org.uk).

Committee Member	Organisation	Role
Paul Cummins (chair)	Milton Keynes Council	Head of Legal Services
Amanda Gill	Deutsche Bank AG	Director
David Gossen	PJT Partners	Assistant General Counsel
Dennis Hall	Gateshead Council	Formerly Commercial Manager and Solicitor
Helen Holmes	Parliamentary and Health Service Ombudsman	In-house Solicitor
Bhavisha Mistry (vice chair)	Missguided	General Counsel & Company Secretary
Emily O'Neill	Spectris	IP and Litigation Counsel
Joss Saunders	Oxfam	General Counsel & Company Secretary
Helen Shay	University of York	In-house Solicitor
Graham Smith	Government Legal Department	Senior Lawyer
Richard Somerville	Electricity North West	Head of Legal
Natasha Taylor	Essex County Council	Advocacy Team Manager
Tara Tynan Smith	Devon and Cornwall Police and Dorset Police	Acting Head of Legal Services



## *About the Law Society*

The Law Society exists to represent, promote and support all solicitors, so they in turn can help their clients.

We also work to ensure that no-one is above the law and to protect everyone's right to have access to justice. We promote England and Wales as the jurisdiction of choice and the vital role legal services play in our economy. We work internationally to open up markets to our members and to defend human rights while supporting our members with opportunities in the domestic market.

### **The Law Society helps members by:**

- representing solicitors by speaking out for justice and on legal issues
- promoting solicitors through publicising the value of using a solicitor at home and abroad
- supporting solicitors by helping them develop their expertise and their business, respective of whether they work for themselves, in-house or for a law firm

### **The Law Society represents the profession by:**



- campaigning on the rule of law, human rights, access to justice and regulation. This includes lobbying in Brussels, Westminster and Cardiff and in the media.
- working with international legal bodies to position the Law Society as a thought-leader on global issues
- intervening in cases where solicitors and the law are under threat in the UK and abroad
- helping our members to represent key issues impacting the profession to their MP, AM or MEP
- using the law to challenge changes which will impact negatively on the profession and society
- championing and facilitating pro bono work

### **The Law Society promotes the profession by:**



- internationally working to open and grow markets for English and Welsh law such as inward visits of foreign lawyers and trade missions
- providing and increasing awareness of Find a Solicitor – our website enabling consumers and businesses to find a solicitor who can meet their needs
- hosting our annual Excellence Awards which highlight and celebrate outstanding contributions across the profession
- recognising the contribution solicitors make to civil society and communities
- publicising the value of legal of the legal services to the UK economy

### **The Law Society supports the profession by:**



- identifying issues and market trends affecting solicitors to help the prepare for the future
- developing a comprehensive and cohesive education and training offer
- providing practice notes and guidance on issues important to members
- giving advice through our library and helplines
- running accreditation schemes to support and demonstrate effective practice
- creating communities of members based on who you are and what you do
- supporting those who find it difficult to enter the profession through our Diversity Access Scheme
- offering consultancy services for members who want more detailed help
- assisting members who wish to practice abroad



## How the Law Society works

Solicitors pay their annual practising certificate fee to the Solicitors Regulation Authority. The Law Society receives around 30 per cent of this fee to support, represent and promote the profession. Other funding comes from commercial activities.

The Law Society Council governs the Law Society's work. Council members are elected to represent members from England and Wales, different demographic groups and parts of the profession. The Law Society harness the knowledge of the Council members and around 300 volunteers to deliver the advice, support and service members want. The Council has 100 seats, 61 for geographical constituencies and 39 for special interest groups and areas of practice.

For more information please visit [www.lawsociety.org.uk](http://www.lawsociety.org.uk)

 **Law Society In House Division**

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