



GC» LEADERSHIP SERIES

LEADING SMALL AND MEDIUM LEGAL TEAMS DELIVERING VALUE TO THE BUSINESS

EARLY
BIRD OFFER
SAVE UP TO
£200

DATE: 25 NOVEMBER

VENUE: NO. 11 CAVENDISH SQUARE, LONDON

CPD: 6 HRS

SPEAKERS INCLUDE:



CHRISTOPHER DIGBY-BELL
Deputy Chairman and
General Counsel
PALMER CAPITAL



STEPHEN GODSELL
Group General Counsel
and Company Secretary
PA GROUP



NICK MIRABELLA-WILLIAMS
SVP Global Sourcing &
Supplier Management
BARCLAYS



GARETH TIPTON
Director of Compliance
& COO
BT



DOMINIC BACON
General Counsel and
Chief Compliance Officer
*SOLO CAPITAL
PARTNERS*



BRIDGET KERLE
General Counsel
SHAZAM



KELVAN SWINNERTON
Head of Legal
Department
CANADA LIFE



SIMON WHITE
Director of Legal (EMEA)
and Head of Privacy
*COGNIZANT
TECHNOLOGY
SOLUTIONS*



SALLY-ANN JAMES
General Counsel
METRO BANK



JOHN MOHAN
Chief Executive Officer
FUSION



JANVI PATEL
Chairwoman and
Co-founder
HALEBURY



VICTORIA BRADIN
Associate General
Counsel
MISYS

WHO SHOULD ATTEND:

This event has been designed for the in-house legal management team from smaller and mid-sized companies who lead teams of 1-10 people.

HEAR PRESENTATIONS AND TIPS FROM YOUR PEERS ON HOW TO:

- » **BUILD** your extended legal department
- » **INCREASE** your efficiency using IT and information management systems
- » **INTEGRATE** your team within other departments of your company
- » **STAND OUT** in the boardroom as not only legal counsel but business counsel
- » **GROW** and adapt your team to meet the standards set for you

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ANGEL NEWS

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Contact **CHARLOTTE GALLAGHER**
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VISIT: uk.practicallaw.com/resources/events/gc-series-for-sme



THOMSON REUTERS™

LEADING SMALL AND MEDIUM LEGAL TEAMS

DELIVERING VALUE TO THE BUSINESS

DATE: 25 NOVEMBER / VENUE: NO. 11 CAVENDISH SQUARE, LONDON / CPD: 6 HRS



NATALIE LANE
Conference Producer
PRACTICAL LAW
A LEGAL SOLUTION FROM THOMSON REUTERS

WELCOME

How many events have you seen geared towards the FTSE 100 organisations without taking into consideration the needs of smaller organisations and legal teams such as yourselves?

Practical Law is therefore delighted to bring you, as part of its GC Leadership Series, the inaugural conference on **Leading Small and Medium Legal Teams**. This unique event has been developed for legal management in smaller and mid-sized companies who face the continuing challenge of working with limited resources whilst having to deliver real value across the business.

The conference will highlight ways for you to remain inclusive, efficient and effective whilst managing your internal team so that you can optimize the output from your legal staff.

It will also give you the opportunity to hear from organizations that have gone through the selection process of choosing the right external advisors within tight budgets in an ever changing legal market.

We have also put together roundtable breakout sessions which will enable you to explore how you can work more closely with different departments across the business.

I look forward to seeing you in November,
Best wishes

Natalie Lane

NATALIE LANE, Conference Producer, **Practical Law**, Thomson Reuters
CALL: +44 (0)20 7542 8209 | EMAIL: natalie.lane@thomsonreuters.com

SPONSORED BY:



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VENUE

The King's Fund Entrance, via Dean's Mews
No. 11 Cavendish Square
London, W1G 0AN
www.11cavendishsq.com



TESTIMONIALS FROM OUR GC» LEADERSHIP SERIES

"Great- Networking and content exceeded my expectations."

ROBERT CUMMINS, Assistant General Counsel, **INTELSAT**

"Thoroughly useful and enjoyable."

HARMENDER KALIRAI, Senior Legal Counsel, **SCOR SET**

"Very good. First time attending, would come back next year."

KEL SWINNERTON, Head of Legal Department, **CANADA LIFE**

MAKE SURE YOU ATTEND OUR RISK AND COMPLIANCE ROUNDTABLE SESSIONS ON



» Data protection

» The changing regulatory landscape

» Preventing fraud and bribery

» Managing risk in your supplier chain

» Compliance in marketing and advertising



REGISTER NOW



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PROGRAMME

8.00am—9.00am

REGISTRATION AND COFFEE

9.00am—9.10am

WELCOME AND INTRODUCTIONS

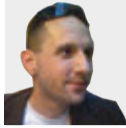
1 THEME 1: RESOURCE MANAGEMENT

9.10am—10.10am

ADAPTING YOUR TEAM TO CREATE EFFICIENCIES



DENISE NURSE
Chief Executive Officer and
Co-Founder
HALEBURY



SIMON WHITE
Director of Legal (EMEA)
and Head of Privacy
*COGNIZANT TECHNOLOGY
SOLUTIONS*



**NICK
MIRABELLA-WILLIAMS**
SVP Global Sourcing &
Supplier Management
BARCLAYS



GARETH TIPTON
Director of Compliance
& COO
BT

- Building and growing your team
- Using flexible business solutions to create efficiencies: creating alternative, flexible working solutions to be more inclusive, efficient and effective
- The interim recruitment and placement market: effectively working with interim legal providers and how to manage them
- Overseeing and training your internal team
- Managing and optimising output from legal staff
- Optimising retention

2 THEME 2: EXTERNAL ADVISORS

10.10am—11.10am

BUILDING YOUR EXTENDED LEGAL DEPARTMENT – WHO SHOULD YOU BE WORKING WITH AND WHAT SHOULD THEY BE DOING FOR YOU?



SALLY-ANN JAMES
General Counsel
METRO BANK



KEITH KRASNY
Director
MINDFLINT



SIMON WALTERS
General Counsel
CARNIVAL UK



BRUCE MACMILLAN
Interim General Counsel
*LEGAL PRACTICE
TECHNOLOGIES*

- Building your “extended legal department”:
 - Establishing external relationships that act as an extension of your in-house team
 - Pros and cons of Boutique Specialists vs Large firms. Who should you choose and what should you look for?
 - Using non-lawyers for low value or routine work
- Practical tips to enable your in-house team to work more effectively with external advisors
- Making your budgets go further: What value add should you be looking for from your legal providers? Are newsletters and seminars still considered value add?
- Improving law firm engagement

11.10am—11.30am

COFFEE BREAK

11.30am—12.00pm

DEFINING BUDGETS AND COSTS FOR EXTERNAL LEGAL SPEND



KELVAN SWINNERTON
John Mahon.jpg of Legal
Department
CANADA LIFE



DAPPULA WIJYERATNE
Principal
EFFICIO



**CHRISTOPHER
DIGBY-BELL**
Deputy Chairman and
General Counsel
PALMER CAPITAL

- Determining your external legal spend: What to bear in mind
- Leveraging the power you have for better negotiations
- Establishing the most efficient and cost effective use of external counsel
- The importance of external law firm fee control
- The growing use of technology in legal spend management and e-billing systems

3 THEME 3: IN-HOUSE EFFICIENCIES

12.00pm—12.45pm

INCREASING AND OPTIMISING OUTPUT WITH DECREASING RESOURCES



CLARE BELCHER
Head of Legal, Global
Business Development
& EMEA Region
TRAVELEX



KATHERINE BELLAU
General Counsel
MONEY SAVING EXPERT

- Choosing the best IT support and software systems
- Identifying and using document management systems
- Managing efficient information exchanges and knowledge management
- Staying up to date: ensuring training is completed on a tight schedule and budget
- Deploying effective project management techniques
- KPIs: The use of metrics to measure performance and generate management information

12.45pm—1.30pm

LUNCH

1.30pm–2.30pm

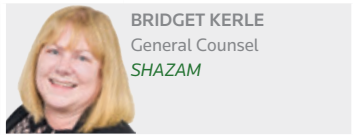
RISK AND COMPLIANCE ROUNDTABLES

The room will be split out into the following **5 ROUNDTABLES**. Delegates will be encouraged to pick 3 and spend 20 minutes at each one, moving from table to table to learn about each topic.

As the in-house legal team it is crucial that you stay up to date with the latest rules and regulations across the board. Our roundtables will give you the hints and tips you need to ensure you are completely compliant from preventing fraud and bribery to data protection.



1
Data protection and internet security



4
Managing risk in your supplier chain



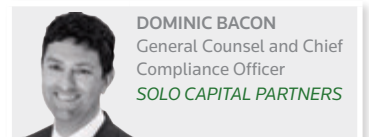
2
Changing regulatory landscape



3
Preventing fraud and bribery



5
Compliance in marketing and advertising



2.30pm–3.00pm

COFFEE BREAK

4 **THEME 4: WORKING SUCCESSFULLY ACROSS THE BUSINESS**

3.00pm–4.00pm

INTEGRATING YOUR LEGAL TEAM TO INCREASE EFFICIENCY

The room will be split out into the following **7 ROUNDTABLES**. Delegates will be encouraged to pick 4 and spend 15 minutes at each one, moving from table to table to learn from each department.

Department focused roundtables on how best to integrate your team and work with different departments across the business. Having an in-depth understanding of what the various departments cover will help you see ways of how to work together and implement your team within other processes.



MARKETING



FINANCE



SALES



IT



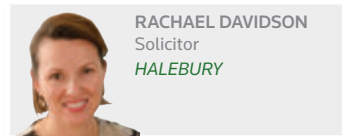
HR



BUSINESS STRATEGY



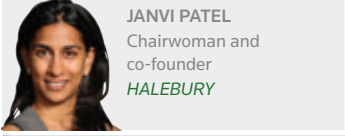
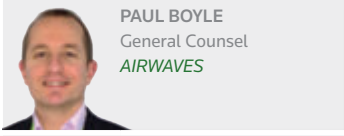
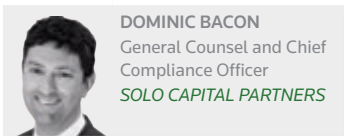
LEGAL TEAM



**Table 7 is for small UK counterparts of a larger international team*

4.00pm–5.00pm

THE EVOLVING ROLE OF THE GC: GROWING WITH THE BUSINESS



- Balancing the commercial and legal needs of the business and its objectives
- Educating staff to see you as not only legal counsel but business counsel
- Expanding your role with a growing business
- Role in the boardroom: how to be seen as having strategic impact by corporate HQ
- Where do you see the role of the GC going in the next 3-5 years?
- What skill sets will be needed to fulfill the role of the GC?

5.00pm

CLOSING COMMENTS AND END OF FORUM

DRINKS AND NETWORKING

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Halebury is a pioneer of the alternative law firm structure. It's unique and innovative model provides genuine flexibility to clients in meeting their legal resourcing requirements. From inception in 2007, Halebury was structured to revolutionize the legal sector with its flexible, efficient business model.

Halebury is a team of senior lawyers all city trained but with significant in-house experience who specialise in commercial, corporate, procurement and employment. The model enables General Counsel (GC) and management of SMEs to have access to exceptional in-house talent, who can work as part of their in-house team or their management team. We are our client's "external in-house lawyers".

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- The UK Business Angel Institute

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HELIOS TOWERS AFRICA
CARNIVAL UK

SPONSORSHIP OPPORTUNITIES

When budgets are tight and prospects are fewer, organisations need to spend strategically and with partners that can propel their brand to a wider audience and demonstrate return on investment. Sponsorship of a Practical Law event exposes your company to a uniquely qualified, senior level audience before, during and after the event through a range of highly targeted communication channels.

We offer a range of tailored networking, research and branding opportunities at our events. Don't miss the opportunity to develop your brand and expand your business network through our bespoke packages.

For more information on the opportunities and the benefits they can bring to your business, please contact us.

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EMAIL: kevin.byrne@thomsonreuters.com



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BOOKING INFORMATION Attendance at the event is subject to the Practical Law event terms and conditions at uk.practicallaw.com/1-518-7723.

To take advantage of this early bird discount, contact **CHARLOTTE GALLAGHER** CALL: +44 (0)20 7542 9716
E-MAIL: charlotte.gallagher@thomsonreuters.com VISIT: uk.practicallaw.com/resources/events/gc-series-for-sme

FUTURE EVENTS



3RD ANNUAL

DATE: 12 NOVEMBER 2014

THE FUTURE OF DATA PROTECTION CONFERENCE

VENUE: THE TOWER, GUOMAN LONDON



3RD ANNUAL

DATE: 27 NOVEMBER 2014

COMPANY SECRETARY FORUM

VENUE: THE LANDMARK HOTEL, LONDON



2ND ANNUAL

DATE: 17-18 MARCH 2015

GC LEADERSHIP FORUM

VENUE: LONDON

For a full list of our upcoming events, VISIT: legalpd.com/conferences 

MEETING THE CHALLENGES OF IN-HOUSE LEGAL DEPARTMENTS HEAD ON

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HIGHLIGHTS INCLUDE

- **SPEND MANAGEMENT**
Receive electronic bills directly from law firms and gain complete visibility into your legal spend
- **MATTER MANAGEMENT**
Capture and manage matter-related information from inception through to closure
- **MANAGEMENT REPORTING**
Produce reports that analyse current spending, status, and budget performance so you can make data-driven decisions

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