

# ABBISS CADRES

YOU AND YOUR PEOPLE

Law & Tax

People Consulting

Communications

You and your people



**CELIA** ALLIANCE

Law and Tax for **International** HR

**Our mission is a simple one - to help our clients make the most of their people wherever they are.**

Our clients range from large multinational public companies to small and medium size enterprises. We combine specialist expertise in Law and Tax, People Consulting and Communications to help meet our clients' needs wherever they arise.

Internationally we work with our colleagues in the CELIA Alliance and Correspondent Firms around the world providing law and tax services to International HR.



## You and your people

In a fast moving world, making the most of your people is key to meeting the challenges posed by change and increasing competitive pressures. Our unique combination of expert services is devoted to this one aim, wherever your people are.

Offering regulated Law and Tax services alongside our People Consulting and Communications expertise enables us to provide a “one-stop” resource to address your needs - whether to troubleshoot one issue, or to deliver a complex multi-disciplinary international project.

## Our services

### LAW AND TAX

We combine expertise in business immigration, employment and partnership law, tax and social security, corporate and financial services law, and corporate transactional assistance. This enables us to offer comprehensive support in a number of key areas, including:

- **Compensation and benefits** – design, implementation and advice on tax effective remuneration and benefit programmes, as well as share incentive plans (including reporting and valuation services) and pensions.
- **Data protection support** – comprehensive support on UK and global policies, compliance advice and expertise in workplace surveillance and monitoring.
- **Employment and partnership law** – comprehensive advisory, documentation and dispute resolution services, including arbitration, mediation and High Court litigation.
- **Employment taxation** – expert tax and social security advisory and planning services, from pensions to PAYE.
- **Establishing a business in the UK** – tax and legal planning, incorporation, registered office and company secretarial services, to identify, establish and operate the right vehicle for your business.
- **Global mobility** – business immigration, tax advisory, tax returns and filings, social security compliance and payroll services.

### PEOPLE CONSULTING

We also offer highly experienced business psychology, coaching and general HR consulting support, including:

- **Assessment and selection** – assessment tools and processes, training, competency and role profiling, as well as support in interviewing and selection.
- **Change management** – design and implementation of change management initiatives and strategies, including employee research, engagement events, communication planning, training and coaching.
- **Coaching and development** – development of individuals and teams, including learning and development strategy, and leadership and management skills development.
- **Establishing a business presence in the UK** – practical help from benefits and insurance selection to executive relocation and help with office identification and set-up.
- **Executive compensation and reward** – design of pay structures and incentive plans, reward strategy, benchmarking to competitive market practice.
- **Global mobility** – home and host-based compensation, effective processes, systems, policies and supplier management tools, market practice benchmarking, talent management design and implementation.
- **HR support** – “hands on” operational support to help with day to day issues.
- **Organisational design** – organisational structure design, culture change, job evaluation and succession planning.
- **Performance management** – appraisal and performance structure and process design, to ensure people and resources are focused on achieving strategic goals.

### COMMUNICATIONS

We offer a comprehensive employee communication service from benefits communications to change management, and employee engagement programmes to internal brand messaging, including:

- **Strategy development** – identification of audience(s), communication channels, media and timing.
- **Content development** – drafting, design, plus full legal/compliance review.
- **Delivery** – digital, print, social media or face to face.
- **Training** – coaching and development of key influencers within your organisation.
- **Surveys/research** – focus groups, interviews, audits to measure perception and impact.

## Global reach

Abbiss Cadres offers a truly global service to meet your needs wherever they arise. Over the last few years we have managed client projects in over 65 countries across six continents.

Internationally, we work with firms which match our skill base and can deliver to our clients' requirements and our standards. We work with colleagues in the CELIA Alliance for International HR, which we co-founded, as well as a wide network of Correspondent Firms around the world. Together we deliver high quality, cost effective legal and tax services, wherever your people are in the world.

### CLIENT PROJECT LOCATIONS



The CELIA Alliance is a non-exclusive international alliance of independent professional services firms united in the aim of helping international businesses make the most of their people.

What makes CELIA different from other international firms or alliances is its combination of expert legal and tax services which range across Compensation and benefits, Employment and labour Law and International Assignments (hence the name CELIA), as well as other complementary legal and tax advisory and compliance services.



## Our integrated services

We combine our Law and Tax, People Consulting and Communications expertise into five major practice areas to provide an integrated HR service.

### LAW AND TAX

### PEOPLE CONSULTING

### COMMUNICATIONS

#### Compensation and Benefits

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| <ul style="list-style-type: none"> <li>• Occupational pensions schemes</li> <li>• Automatic enrolment obligations</li> <li>• Pension scheme liability management</li> <li>• Pensions taxation and salary sacrifice</li> <li>• Share based remuneration</li> <li>• Tax effective remuneration and benefits</li> <li>• Phantom equity</li> <li>• Remuneration reporting</li> <li>• Internal share markets</li> <li>• Employee benefit trusts</li> <li>• Transactional support</li> </ul> | <ul style="list-style-type: none"> <li>• Reward strategy</li> <li>• Executive compensation design and structuring</li> <li>• Benchmarking</li> <li>• Performance management</li> </ul> | <ul style="list-style-type: none"> <li>• Communication planning</li> <li>• Participant guides</li> <li>• Workshops/training</li> <li>• Total reward statements</li> <li>• Digital communications – webcasts, social media, interactive tools</li> </ul> |
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#### Employment and Workplace

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| <ul style="list-style-type: none"> <li>• Anti-bribery</li> <li>• Atypical working</li> <li>• Business sales and transfers</li> <li>• Collective labour law</li> <li>• Contracts, policies and procedures</li> <li>• Data protection</li> <li>• Disputes</li> <li>• Diversity</li> <li>• European Works Councils</li> <li>• Flexible working</li> <li>• Outsourcing and insourcing</li> <li>• Parental rights</li> <li>• Whistleblowing</li> <li>• Transactional support</li> </ul> | <ul style="list-style-type: none"> <li>• General HR support</li> <li>• Employee engagement</li> <li>• Assessment and selection</li> <li>• Coaching and development</li> <li>• Organisational design</li> <li>• Performance management</li> <li>• Change management</li> <li>• Internal investigations</li> <li>• Mediation</li> </ul> | <ul style="list-style-type: none"> <li>• Communication strategy and brand messaging</li> <li>• Policy roll out</li> <li>• Employee information and engagement</li> <li>• Surveys/research</li> <li>• Management communications training/coaching</li> <li>• Communications effectiveness audit</li> </ul> |
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#### Employment Taxation

- Pay and benefits
- Agency and self-employed workers
- Personal service companies
- Withholding (PAYE) and reporting
- Employee benefit trusts
- Corporation tax issues

#### Establishing a Business Presence in the UK

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| <ul style="list-style-type: none"> <li>• Tax and legal planning</li> <li>• Incorporation/registrations</li> <li>• Company secretarial /registered office services</li> <li>• Tax registrations</li> <li>• Payroll services</li> </ul> | <ul style="list-style-type: none"> <li>• Executive relocation management</li> <li>• Benefits and insurance selection</li> <li>• Office selection and set-up management</li> <li>• General HR and facilities management support</li> </ul> | <ul style="list-style-type: none"> <li>• Communication strategy</li> <li>• Recruitment and business planning literature</li> <li>• Policy documentation</li> <li>• Staff guides and handbooks</li> </ul> |
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#### Global Mobility

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| <ul style="list-style-type: none"> <li>• Tax and social security planning</li> <li>• Entry and exit interviews</li> <li>• Tax return preparation</li> <li>• Social security coverage applications</li> <li>• Business immigration</li> <li>• Specialist payroll services</li> </ul> | <ul style="list-style-type: none"> <li>• International executive selection and assessment</li> <li>• Talent management</li> <li>• Executive relocation management</li> <li>• Benchmarking</li> <li>• Home and host country compensation strategy</li> <li>• Policies and processes</li> <li>• Supply management tools</li> </ul> | <ul style="list-style-type: none"> <li>• Policy communication</li> <li>• Expatriate information packs</li> <li>• Programme data management</li> <li>• Digital data platforms and communications</li> </ul> |
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## Key contacts

To find out more please contact one of our senior team in the areas listed below on +44 (0) 203 051 5711 or send an enquiry to [info@abbisscadres.com](mailto:info@abbisscadres.com).

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#### Establishing a Business Presence in the UK

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#### Global Mobility

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