

**ABBISS
CADRES**
YOU AND YOUR PEOPLE

Law & Tax

People Consulting

Communications

Helping you to help your clients

Abbiss Cadres' services for professional services firms



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.

We work with a wide range of professional services firms in the UK and internationally to help meet their clients' HR-related needs. Our highly experienced team offers a unique combination of integrated HR expertise covering regulated law and tax services as well as broader HR and communications consulting.

Our professional clients use our services either as additional support or to broaden their existing service offerings. Either way, they enhance their own trusted adviser status by ensuring that their clients' HR-related needs are addressed.



Helping you to help your clients

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How we work with you

The way we work with you, and our level of visibility to your clients, is up to you. We can work either as an extension of your team, and have as little or as much client contact as suits you, or we can be engaged directly by your client.

Teamwork and communication

However you prefer us to deliver our services, the key to our success is effective teamwork. We tailor our approach to your organisation and your requirements. Our people have experience working with a wide variety of professional services firms in the UK, and are accustomed to working in multi-disciplinary and joint project teams.

If your preference is for us to work directly with your clients, then we will ensure that you are kept involved and informed to whatever extent you and your client wish. We write this into our engagement terms.

Your client, our promise

We are here to provide you with a service solution that works for you. If you retain us directly we will agree in our engagement letter which of our services you wish to offer to your clients. We will never accept direct engagements from your clients for any other of our services or send any marketing material to them without your consent.

If you would prefer us to have a direct relationship with your client, then we will be happy to agree with you not to accept any engagement from that client for any services which compete with your own. Our engagement terms with your client will also seek permission for us to be able to copy you on all communications so that your primary client relationship management role is maintained.

Our approach to costs

Our costs are competitive. We are happy to enter into fixed price and capped pricing arrangements, where practical. If our engagement is with you, then as part of our ethos of team-working, we will agree with you when we are to be paid in line with your billing cycle and payment expectations.

Our services

We offer access to a wide range of services in Law and Tax, People Consulting and Communications.

LAW AND TAX

We combine expertise in business immigration, employment and partnership law, pensions 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).
- **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.
- **Pensions law** – advising and drafting documentation on all pension aspects of corporate transactions, restructurings, and employment relationships, as well as stand-alone pensions scheme advice and advising on trustee and employer compliance.
- **Employment taxation** – expert tax and social security advisory and planning services, from pensions to PAYE.
- **Establishing a business presence in the UK** – tax and legal planning, incorporation/registrations, and payroll and registered office services for international businesses locating to the UK.
- **Global mobility** – business immigration, tax advisory, tax returns and filings, social security compliance and payroll services.

INTERNATIONAL

For international legal and tax issues, we offer the ability to work with our colleagues in the CELIA Alliance in Europe and the US, as well as an established network of Correspondent Firms around the world. Our global non-exclusive relationships have enabled us to conduct client projects in more than 65 countries around the world while ensuring that we are free to make the best choice of local adviser.

CELIA ALLIANCE

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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 communication 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.

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

- Occupational pensions schemes
- Automatic enrolment obligations
- Pension scheme liability management
- Pensions taxation and salary sacrifice
- Share based remuneration
- Tax effective remuneration and benefits
- Phantom equity
- Remuneration reporting
- Internal share markets
- Employee benefit trusts
- Transactional support

- Reward strategy
- Executive compensation design and structuring
- Benchmarking
- Performance management

- Communication planning
- Participant guides
- Workshops/training
- Total reward statements
- Digital communications – webcasts, social media, interactive tools

Employment and Workplace

- Anti-bribery
- Atypical working
- Business sales and transfers
- Collective labour law
- Contracts, policies and procedures
- Data protection
- Disputes
- Diversity
- European Works Councils
- Flexible working
- Outsourcing and insourcing
- Parental rights
- Whistleblowing
- Transactional support

- General HR support
- Employee engagement
- Assessment and selection
- Coaching and development
- Organisational design
- Performance management
- Change management
- Internal investigations
- Mediation

- Communication strategy and brand messaging
- Policy roll out
- Employee information and engagement
- Surveys/research
- Management communications training/coaching
- Communications effectiveness audit

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

- Tax and legal planning
- Incorporation/registrations
- Company secretarial /registered office services
- Tax registrations
- Payroll services

- Executive relocation management
- Benefits and insurance selection
- Office selection and set-up management
- General HR and facilities management support

- Communication strategy
- Recruitment and business planning literature
- Policy documentation
- Staff guides and handbooks

Global Mobility

- Tax and social security planning
- Entry and exit interviews
- Tax return preparation
- Social security coverage applications
- Business immigration
- Specialist payroll services

- International executive selection and assessment
- Talent management
- Executive relocation management
- Benchmarking
- Home and host country compensation strategy
- Policies and processes
- Supply management tools

- Policy communication
- Expatriate information packs
- Programme data management
- Digital data platforms and communications

What those we work with say about us

We work with a number of AML100 and magic circle law firms as well as Big 4 accountancy firms.

“Abbiss Cadres are one of the few firms that can offer high quality tax, legal and operational advice on both UK and cross-border employment matters. Their team members have a wealth of experience enabling them to provide commercial, to the point advice. For any employment-related issues Abbiss Cadres are always a reliable port of call.”

Hans van Ruiten

Partner in Employment Taxes and Chairman of the Employment Law practice group, Loyens & Loeff

“Abbiss Cadres are ‘go to’ experts for law and tax advice on equity-based remuneration structures. We have worked with the Abbiss Cadres team on a range of complex multi-disciplinary projects over many years for a wide variety of clients - these have varied from bespoke remuneration structures for major VC-backed UK companies to the design and international implementation of executive long term incentive plans for global, public companies, and much in between. Abbiss Cadres provide us and our clients with a high touch service, are very easy to work with, and deliver to the very high quality our clients demand.”

Damian Carnell

Director and leading expert in the design of executive compensation plans, Willis Towers Watson

Contact us

For more information on how we can help you, visit our website at www.abbisscadres.com or contact our team.

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www.celiaalliance.com

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