

CLT In House Training and Professional Consultancy

The latest news

January 2011

Radical changes to the Code of Conduct - A must attend for all the firm

On 6th October 2011 the biggest change to law firm regulation in decades will come into effect – the replacement of the Solicitors Code of Conduct with the new SRA Handbook. Every law firm needs to be preparing NOW to comply fully with the new regulations from the October deadline. Every lawyer needs to be aware of the new rules and regulations which will affect every aspect of practice...see over for full details.



Family Procedure Rules - A Complete Overhaul - Are You Ready?

This is a must-attend course for all family law practitioners - these are the most fundamental changes affecting you in a decade...see over for full details.



Conveyancing Quality Scheme - What Does it Mean for you and your Practice?

Membership of the new Conveyancing Quality Scheme will be vital to the future of all conveyancing practices. The scheme promises to "establish a level of credibility for member firms with stakeholders (regulators, lenders, insurers and consumers)". See over for full details.



Compliance Courses

- Management Course Stage One - £995 + VAT for up to 20 attendees
- Management Course Stage Two - £1350 + VAT for up to 25 delegates
- Solicitors Accounts Rules - £1650 + VAT for up to 25 delegates
- Money Laundering Update - £1650 + VAT for up to 25 delegates



Radical Changes to the Code of Conduct: The New SRA Handbook - An Essential Guide For Every Law Firm and Lawyer

Out go the old Code of Conduct rules that prescribe how law firms should provide legal services to their clients. In comes outcomes focussed regulation, which requires all firms to have robust systems and policies in place for the protection of clients, but gives firms more flexibility (and less guidance) as to how they achieve this. There are new roles - Compliance Officer - Legal Practice (COLP) and Compliance Officer - Finance and Administration (COFA) that EVERY law firm needs to have in place (and should be thinking about appointing now). Not to mention a raft of compliance systems, plans and policies that firms need to put in place and on which they will need to report to the SRA and can be audited. The course, which will include case studies of how the new regulation will work and apply to different types of practice/different situations, will cover:

Background to the New SRA Handbook • The Legal Services Act - opening up markets/ABS • Separation of representative and regulatory bodies • The SRA as approved regulator - what does this mean for the SRA and its approach to regulation?

The Handbook • What it comprises • "Cradle to grave", "one stop shop" regulation - takes you from training, to admission, how you can practice, being authorised/licenced, disciplined, struck off. All you need to know about how the SRA will regulate you and your business • Principles - What it means to be someone providing regulated legal services - how you behave; all pervasive and applies to all Authorisation and Practising Requirements • Authorisation of individuals and firms • Individual applications for PCs, registrations of RELs and RFLs and recognised sole practitioner authorisation • Practice Framework Rules - how you can practice, who you can be in business with, reserved activities, formation and practice requirements, regulatory arrangements and how you can practice in-house • Authorisation Rules - how you (the business) apply to be authorised or licenced • Recognised Bodies Regulations 2009 - what they do and when they will be repealed.

The Code • Authorisation of individuals and firms • Individual applications for PCs, registrations of RELs and RFLs and recognised sole practitioner authorisation • Practice Framework Rules - how you can practice, who you can be in business with, reserved activities, formation and practice requirements, regulatory arrangements and how you can practice in-house • Authorisation Rules - how you (the business) apply to be authorised or licenced • Recognised Bodies Regulations 2009 - what they do and when they will be repealed.

The Code • Outcomes Focussed Regulation and what it means • How the outcomes link to the Principles • What is mandatory - what not.

Other parts of the Handbook • Accounts rules • Specialist Services Rules • Disciplinary Procedure Rules • Cost of Investigation Regulations • Training requirements.

Public Protection Rules

New Family Procedure Rules 2010 - A Complete Overhaul - Are You Ready?

This is a must-attend course for all family law practitioners - these are the most fundamental changes affecting you in a decade. Most family practitioners will not know that the Family Procedure Rules have been completely re-written. This is the ideal course to introduce you to the main areas of change. Let CLT and experienced presenter Mena Ruparel guide you through. There is now one set of Rules for FPC, County and High Court. The forms and Practice Directions have also been re-written and the new documents run to several hundred pages. CLT will provide all delegates with Mena's detailed analysis plus a copy of the Rules, Forms and practice Directions. The course will include:-

• Service of Proceedings and how to respond • Statements of Truth • Rules of evidence referring to witness statements, orders for cross examination, introduction of witness summaries, hearsay evidence and use of plans and photographs as evidence • The Instruction of Experts • Protected parties and their representation • Costs.

Divorce • Revision of Divorce and Civil Partnership Dissolution Proceedings • Procedure on filing a consent order with the new statement of information.

Children • Private Law Children Act Proceedings, the First Hearing Dispute Resolution appointment and case management powers • Public Law Proceedings and the PLO • Interim Remedies.

Ancillary Relief • Applications for financial remedies, the amended Financial Procedure Rules, including specific reference to the pension protection fund • Inspection and disclosure of third party documents • Security for costs and orders • Consolidation of Enforcement Rules in financial proceedings.

Injunctions/Occupation Orders • Family Law Act 1996 supporting rules, to include the transfer tenancies.

Conveyancing Quality Scheme - What Does it Mean for you and your Practice?

The new Conveyancing Quality Scheme from the Law Society was launched on 20th October and has been open for applications from 1st December 2010. Membership of this will be vital to the future of all conveyancing practices. The scheme promises to "establish a level of credibility for member firms with stakeholders (regulators, lenders, insurers and consumers)". Certainly, the CML expects all lenders to use it "if it is robust" and expects membership to be a prerequisite for acceptance onto lender panels. This course offers an objective analysis of the new scheme and other key changes associated with it. There are significant changes to the Protocol, a new Code for Completion by Post and a new set of Standard Conditions of Sale, all being introduced in the first quarter of 2011. These new initiatives together compromise a huge training requirement for both individual conveyancers and those who manage conveyancing practices. This timely course includes coverage of:

• The new Conveyancing Quality Scheme • Changes to the Standard Conditions of Sale • The new Conveyancing Protocol • Changes to the Code for Completion.

Would your firm benefit from:

- Cost effective training delivered at your firm
- First class speakers with practical experience
- Innovative and cutting edge courses
- Bespoke programmes
- Free consultancy and training needs analysis
- Full account management and administrative support for all in house course programmes

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