



CPD Accredited Courses

*BOOK NOW for our  
2011 solicitors  
seminar series*



### Incorporation – The benefits (also considering ABS's and how this can play a part)

Although many firms are moving towards incorporation into a limited company (as opposed to LLP's) there are many firms who have not given it consideration or are put off by what they think is involved. This course dispels those misconceptions and covers the many benefits that incorporation can provide, including: tax efficiencies, opportunities for growth, a vehicle to incentivize staff as well as succession and retirement planning opportunities. We also consider how the forthcoming introduction of ABS's can play a part in achieving these benefits.

#### Programme - 2 CPD hours, £75 + VAT

- Explaining the benefits of incorporation
- The practicalities of incorporating your firm
- Update on ABS's and how these can benefit the firm and its owners

**Date: Thursday 6th October**

**Time: 10.00 AM - 12.30 PM**

**Speaker: Yvonne Wood**

### Lexcel – What's it all about?

Lexcel is The Law Society's practice management standard. It has been with us for many years now and yet there are many firms who do not appreciate the value of this standard and the range of benefits that the scheme can provide. These include improving management efficiencies, marketability of the firm, as well as financial gains through enhancing profitability and reducing indemnity premiums. This seminar introduces the standard, including the changes to be introduced by version 5 of the standard and provides a guide as to what is involved and what pitfalls to look out for whilst applying for and maintaining the standard.

#### Programme - 2 CPD hours , £75 + VAT

- The benefits of Lexcel
- What's involved.
- Guidance on obtaining the standard

**Date: Thursday 27th October**

**Time: 10.00 AM - 12.30 PM**

**Speaker: Peter Lane**

#### Location:

**Gateway House, Wirral International Business Park, Old Hall Road, Bromborough, Wirral CH62 3NX**

Gateway House is prominently situated on the A41 (New Chester Road) which provides a direct dual carriageway link to Liverpool via the Birkenhead Tunnel and is within approximately 2 miles drive of both junctions 4 and 5 of the M53.

#### Directions:

##### By Car:

- Take M6 junction 20/20a, following signs for M56 joining M56 at junction 9.
- Leave M56 at junction 15, then join the M53 motorway signposted "Ellesmere Port / Birkenhead".
- Leave M53 at junction 5, immediately taking the 3rd exit at the roundabout onto the A41.
- Follow A41 to Bromborough for approx. 2.3 miles.
- At traffic signals on A41 turn right onto Old Hall Road, then 1st left into Wirral International Business Park.

#### Book your place TODAY:



Online: [www.bbservicesforsolicitors.co.uk/CPD](http://www.bbservicesforsolicitors.co.uk/CPD)



Telephone: 0845 330 3200



Email: [seminars@bennettbrooks.co.uk](mailto:seminars@bennettbrooks.co.uk)

We really can  
make a difference.

### Solicitors Accounts Rules

Every employee of a solicitors practice now has an obligation to adhere to the Solicitors Accounts Rules, and action can be taken against any of them for non-compliance. This course is designed as an introduction for those people who have no prior knowledge of the rules and for those whose knowledge may be a bit rusty. Please note that our general refresher course on 22nd September will not go into the same level of detail, as it builds on the anticipated October rule changes alone.

#### Programme - 2 CPD hours , £75 + VAT

- Introduction and overview of the Rules
- Common areas for non-compliance
- Practical solutions to avoid these common breaches

**Date: Thursday 14th July**

**Time: 10.00 AM - 12.30 PM**

**Speaker: Stuart Littler**

### Conveyancing Quality Scheme

The introduction of The Law Society's Conveyancing Quality Scheme is to provide a recognised quality standard for residential conveyancing practices. Peter Lane our Legal Practice Quality Assurance Consultant who is also an appointed assessor for the new CQ scheme will provide an overview of the benefits of the scheme and guide you through the application and assessment process.

#### Programme - 2 CPD hours , £75 + VAT

- What is the CQS and the benefits that the standard can give to a firm
- What's involved and guidance on the application and assessment process

**Date: Thursday 28th July**

**Time: 10.00 AM - 12.30 PM**

**Speaker: Peter Lane**



### Preparing Schedules for Damages

The preparation of a schedule of damages is a daunting task. Our Associate Director of Forensic services, Andrew Davies has over ten years experience in preparing and reviewing schedules of damages. The object of this seminar is to assist fee earners in preparing schedules through sharing Andrew's experience and identifying pit falls and how best to avoid them.

#### Programme - 2 CPD hours , £75 + VAT

- Gathering information and documentation
- Systematic approach to preparation
- Basic loss of earnings calculation
- Layout
- Common problems

**Date: Thursday 15th September**

**Time: 10.00 AM - 12.30 PM**

**Speaker: Andrew Davies**

### New Regulatory Requirements - Overview of Outcomes Focused Regulation & What it Means to Law Firms to Ensure Compliance

6th October sees the introduction of the new regulatory framework for all solicitors and law firms regulated by the SRA. The 'Outcomes Focused Regulation' (OFR) moves away from the investigative nature of breaches of the rules and towards a more constructive and risk-based approach. This seminar will provide an overview of the key changes to the rules and how this impacts on the code of conduct and accounts rules aspects (with guidance to ensure firms are prepared to be compliant from 6th October). Suitable for all levels of personnel within a firm including partners, fee earners, office managers and cashiers.

#### Programme - 2 CPD hours , £75 + VAT

- Introduction and overview of OFR
- Changes to code of conduct & solicitors accounts rules
- Risk management & compliance – explaining the new roles of the COLP & COFA
- Timetable and key dates for the implementation of OFR

**Date: Thursday 1st September**

**Time: 10.00 AM - 12.30 PM**

**Speaker: Peter Lane & Stuart Littler**

### Solicitors Accounts Rules Update – Changes in the Rules Due October 2011

The annual refresher course is not one to be missed, with the onset of Alternative Business Structures (ABS's) in October along with OFR, the SRA have taken the opportunity to make further rule amendments. This course not only provides an update on the rules but also looks at the changes and how this affects the firm and its employees. This course is designed to be suitable for all levels of personnel within a firm including partners, fee earners, office managers and cashiers.



#### Programme - 2 CPD hours , £75 + VAT

- Refresher of the main rules considering hot-topics and common breaches
- Practical solutions to common breaches and suggestions for improving systems and procedures to aid compliance
- Changes to the Rules and guidance on compliance

**Date: Thursday 22nd September**

**Time: 13:30 - 16:00**

**Speaker: Stuart Littler**

People you can count on.