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CONTINUING PROFESSIONAL DEVELOPMENT

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For further information or to book a place on any of these courses please email: cpdbookings@lawsoc-ni.org
RISK MANAGEMENT 2019

Cost: £30

CPD Hours: 2 Risk Management/General Group Study

In 2005 the Law Society of Northern Ireland introduced the Continuing Professional Development Scheme. Initially, the Scheme applied to those solicitors in their first 10 years of practice. Shortly afterwards the Scheme was extended to cover the entire profession. The aim of the Scheme was, and still is, to ensure that members keep up to date with current developments so that the profession continues to operate to the highest standards and ensures that clients are given the best possible service.

Members are currently required to complete a minimum of 15 hours CPD, consisting of a maximum of 5 hours’ Private Study and a minimum of 10 hours’ Group Study, of which 3 hours must be Client Care and Practice Management and, if applicable, 3 hours of Compulsory Conveyancing CPD.

As you will be aware, from 1 January 2017 all Principals, Consultants and Assistants in private practice (PPC, PPP and PPAs) are now required to complete 2 hours of Compulsory Risk Management CPD training during the practising year.

There is no increase in the overall total number of CPD hours required per year.

The Society has once again designed a bespoke Law Society of Northern Ireland 2 hour module on Compulsory Risk Management for which there is a reduced charge of £30.00. Full details of the dates, venues, timings, topics and webinar arrangements will follow in early 2019.

CPD compliance is a regulatory requirement and the Society will take into account your CPD compliance when exercising its wider regulatory functions.

CONVEYANCING LUNCHTIME SERIES 2019

Cost: £35 per session

CPD Hours: 1 Compulsory Conveyancing/General Group Study per session

Further to the introduction of Compulsory Conveyancing CPD in January 2014, the Society has once again organised a series of lunchtime Conveyancing CPD events for 2019. The events will take place over the course of the year and in various locations to make them as accessible as possible to all conveyancing solicitors. All sessions will run for 1 hour, cost £35 and attract 1 Compulsory Conveyancing/General Group Study CPD hour.

In addition to the lunchtime sessions, the Society will also be offering Comprehending Conveyancing workshops (two over the course of 2019) and the Conveyancing Conference in October 2019 – details of these events are also included in this brochure.

<table>
<thead>
<tr>
<th>Date</th>
<th>Title and Presenter</th>
<th>Time and location</th>
<th>Cost</th>
<th>CPD Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 15 January 2019</td>
<td>Home Charter Update Andrew Kirkpatrick, Head of Non Contentious Business, Law Society of Northern Ireland</td>
<td>Tuesday 15 January 2019 Killyhevlin Hotel, Enniskillen 10am -11am Portadown Town Hall 2pm – 3pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Wednesday 16 January 2019</td>
<td>Lodge Hotel, Coleraine 10am – 11am Adair Arms, Ballymena 1pm – 2pm</td>
<td>Lodge Hotel, Coleraine 10am – 11am Adair Arms, Ballymena 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Tuesday 29 January 2019</td>
<td>Silverbirch Hotel, Omagh 10am – 11am City Hotel, Derry/Londonderry 3pm – 4pm</td>
<td>Silverbirch Hotel, Omagh 10am – 11am City Hotel, Derry/Londonderry 3pm – 4pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Wednesday 30 January 2019</td>
<td>Canal Court Hotel, Newry 10 am – 11am Law Society House, Belfast 1pm – 2pm</td>
<td>Canal Court Hotel, Newry 10 am – 11am Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Tuesday 26 February 2019</td>
<td>Commercial Conveyancing Issues NIPCLA Committee Member</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Wednesday 27 March 2019</td>
<td>Managing Conveyancing Complaints Alan Reid, Murlands Solicitors</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
</tbody>
</table>
## Conveyancing Lunchtime Series 2019 (Continued)

<table>
<thead>
<tr>
<th>Date</th>
<th>Title and Presenter</th>
<th>Time and Location</th>
<th>Cost</th>
<th>CPD Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday 17 April 2019</td>
<td>Distressed Conveyancing: A Practical Guide to Domestic Conveyancing in Personal Insolvency Napier &amp; Sons</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Wednesday 22 May 2019</td>
<td>Commercial Conveyancing Issues NICPLA Committee Member</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Various – see Time and Location</td>
<td>Management Companies – An Overview Brian Walker, Walker McDonald Solicitors</td>
<td>Tuesday 11 June 2019 City Hotel, Derry/Londonderry 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Various – see Time and Location</td>
<td>Lenders Claims – An Overview Willis Towers Watson</td>
<td>Wednesday 18 September 2019 Killyhevlin Hotel, Enniskillen 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Tuesday 18 June 2019</td>
<td>Canal Court Hotel, Newry 9.30am – 10.30am</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Tuesday 29 January 2019</td>
<td>Hearsay and Res Gestae</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Tuesday 26 March 2019</td>
<td>ABE and Bad Character</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Tuesday 22 October 2019</td>
<td>Practical Land Registry Issues Wally Gamble, former Senior Mapping and Casework Officer</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Wednesday 20 November 2019</td>
<td>Statutory Agencies Various speakers</td>
<td>Law Society House, Belfast 1pm – 2pm</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
</tr>
<tr>
<td>Various – see Time and Location</td>
<td>Land Registry – A Practitioners Guide Steven Cockcroft, Johns Elliot Solicitors and Brian Walker, Walker McDonald Solicitors</td>
<td>Tuesday 10 December 2019 Canal Court Hotel, Newry 9.30am – 10.30am</td>
<td>£35</td>
<td>1 Compulsory Conveyancing/General Group Study</td>
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</tbody>
</table>

## Criminal Law Series

<table>
<thead>
<tr>
<th>Date</th>
<th>Various – see below</th>
<th>Time: 1pm – 2pm</th>
<th>Venue: Law Society House, Belfast</th>
<th>Cost: £35 per session</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday 29 January 2019</td>
<td>Hearsay and Res Gestae</td>
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<td></td>
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<tr>
<td>Tuesday 26 March 2019</td>
<td>ABE and Bad Character</td>
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</tbody>
</table>

## Case Management of Medical Negligence Cases

<table>
<thead>
<tr>
<th>Date</th>
<th>Thursday 31 January 2019</th>
<th>Time: 1pm – 2pm</th>
<th>Venue: Law Society House, Belfast</th>
<th>Cost: £35</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>This session will be delivered by Master McCorry and will cover the issues encountered in case managing Medical Negligence cases. It will specifically focus on delays to the progression of cases and the potential solutions.</td>
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<tr>
<td></td>
<td>Judicial guidance and expectations will be shared with practitioners in this area, giving an insight to assist better management and progression of cases going forward.</td>
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</tr>
</tbody>
</table>
LEGAL BOOKKEEPING COURSE

Date: Various – see below
Time: 9.30am – 1pm
Venue: Law Society House, Belfast

Cost: £150 per session

CPD Hours: 3 Client Care and Practice Management per session

This Client Care and Practice Management course is aimed at those people within a legal practice who are involved in the bookkeeping/finance function. The session is designed to assist those attending to review and update their current knowledge and will also discuss the implications of the current Solicitors’ Accounts Regulations which came into effect on 1st June 2014. The session will be delivered by experienced professionals in this field – Brian Speers, Managing Partner, CMG Cunningham Dickey Solicitors and Celine Corrigan, Director, Corrigan CA Limited, Chartered Accountants. Topics to be covered include:

- **Client funds** – what is client money, handling client money, recording receipts, transfer to and from deposit, transfer between client ledgers, accounting for interest, accounting for commission and other ancillary income, payments from the client account, managing residual balances, corrective action if mistakes occur;
- **Office account** – client to office transfers, managing office balances, bills of costs and VAT;
- **Solicitors’ Accounts Regulations** – changes arising from the Solicitors’ Accounts Regulations;
- **Cheque handling and record keeping**;
- **E-banking and security from fraud**.

To increase accessibility this course will run three times during 2019:

Session 1 Tuesday 5 February 2019
Session 2 Tuesday 21 May 2019
Session 3 Tuesday 17 September 2019

The session will assume a level of knowledge consistent with someone who has experience of this function. It will be interactive and practical in nature and therefore numbers will be capped at approximately 16 delegates.

Attendance at this seminar will fully cover the 2019 Client Care and Practice Management CPD requirement. Any additional Client Care and Practice Management hours gained can be carried over into the General Group Study section.

APPLICATIONS IN THE MAGISTRATES’ COURTS

Date: Various – see below
Time: Various – see below
Venue: Various – see below

Cost: £50 per session

CPD Hours: 1.5 General Group Study per session

This session will cover applications in the Magistrates’ Courts. It will cover:

- Legal Aid (solicitor and counsel);
- Disclosure;
- Third Party Disclosure;
- Bad Character;
- Hearsay;
- Special Measures;
- Adjournment;
- Galbraith.

The session will provide a summary of all of the above including appropriate forms, relevant primary legislation, Court Rules and case law on a memory stick.

This session will be presented by Séamus McIlroy. Séamus was a solicitor in private practice for a number of years with significant experience in the Magistrates’ Courts before moving into the public sector. Most recently he was the Director of Legal Services in the Office of the Police Ombudsman before he left to be called to the Bar of Northern Ireland in October 2018.

To increase accessibility the session will take place in the following locations:

Thursday 17th October 2019 Law Society House, Belfast 3:30pm - 5pm
Friday 18th October 2019 City Hotel, Derry/Londonderry 1pm - 2:30pm
NEW CYBERCRIME – THE CONTINUING RISKS

Date: Various – see below
Time: 1pm – 2pm
Venue: Law Society House, Belfast
Cost: £35 per session

CPD Hours: 1 Client Care and Practice Management per session

The world in which we live is changing. The increased use of technology and different forms of communication available present new enhanced areas of risk in the form of cybercrime. Cybercrime is impacting legal practices no matter what their size or where they are based.

This session will look at how legal firms can identify the risks and take practical and meaningful steps to address these risks.

To increase accessibility the session will run on the following dates:

Tuesday 19 February 2019
Friday 6 December 2019

This session will be delivered by Leaf. Leaf are committed to delivering results driven, cost-effective technology solutions that solve customer pain points and make it easier to do business. Leaf are highly skilled cyber security specialists and work with industry leaders to deliver cyber security solutions to businesses across Ireland and the UK.

CORONER’S COURT SERIES

Date: Various – see below
Time: 1pm – 2pm
Venue: Law Society House, Belfast
Cost: £35 per session

CPD Hours: 1 General Group Study per session

This series of sessions will look at various aspects of the Coroner’s Court practice and procedure. It will provide a breadth of information on the workings of the Court and the procedures employed. The information to be delivered will be essential to any member who appears before a Coroner and will greatly assist in the preparation and presentation of a case for your client/s.

Three sessions will be delivered, all of which include essential information and direction for any practitioner who already appears in the Coroner’s Court, or who hopes to do so.

The following presentations will be delivered:

Tuesday 12 February 2019
Coroner Mr McGurgan and Medical Advisor Dr Gemma Andrew will speak on death reporting to the Coroner’s Office & the decision to hold inquests under the Coroners Act (Northern Ireland) 1959.

Tuesday 11 June 2019
A Solicitor to the Coroner will cover guidance for practitioners involved in inquests. This will include the designation of Properly Interested Persons, provision of witness statements, disclosure, preliminary hearings, scope, Coroner’s directions and the inquest hearing and findings.

Thursday 5 September 2019
Counsel to the Coroner will look at the disclosure process focusing on issues which arise, in particular, sensitive and non-sensitive disclosure, redactions (Article 2 & Article 8), Public Interest Immunity (PII) and applications for anonymity and screening of witnesses.

NEW DISCOUNT RATE

Date: Wednesday 20 February 2019
Time: 1pm – 2pm
Venue: Law Society House, Belfast
Cost: £35

CPD Hours: 1 General Group Study

This session will cover the Discount Rate issues faced by solicitors due to the disparity between the situation in Northern Ireland and England & Wales.

This jurisdiction has a unique disadvantage in regard to the Personal Injury Discount Rate. England, Wales and Scotland have seen a reduction to -0.75% since March 2017, whilst the Northern Ireland rate remains at 2.5%. This results in a significant difference to awards made to clients who might have claims of greater or equal merit to those awarded in other parts of the UK. Thus serious questions arise in regard to the rights and entitlements of injured parties in Northern Ireland. The session will consider the implications for practitioners and the practical issues faced.

The seminar will be delivered by Alister Kinley Partner, BLM London.

**Wednesday 15 May 2019**  
1pm – 2pm  
Law Society House, Belfast

This session is aimed at members in the earlier part of their career and will cover the following topics:

- The difference between financial planning and financial advice;
- An explanation of typical employer benefits and quantification of their worth;
- The protection policies that all young solicitors should be considering;
- How mortgages work and the important aspects to compare;
- Savings vehicles for clients at the start of their career.

Case studies will be used to highlight opportunities and vulnerabilities.

**CPD hours:** 1 Client Care and Practice Management

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5. Estate Planning using trusts and other mitigation strategies

**Tuesday 10 September 2019**  
1pm – 2pm  
Law Society House, Belfast

This session will cover:

- Annual Allowances and exemptions;
- Use of Trusts such as Discounted Gift Trust or Gift & Loan Trust to reduce or cap IHT liability;
- Legacy Trusts for those with no immediate family beneficiaries;
- Use of strategies such as IPDI Trusts to protect beneficiaries from previous marriages;
- Use of Discretionary Will Trusts to utilise unused Nil Rate Band for remarrying widows / widowers. Increases to the NRB for a couple to more than the current £650,000 limit;
- Business Property Relief;
- Agricultural Property Relief.

Case studies will be used to highlight opportunities and vulnerabilities.

**CPD hours:** 1 Client Care and Practice Management
6. Pension planning in detail

Tuesday 8 October 2019  1pm – 2pm  Law Society House, Belfast

This session will cover:

• Pension contribution limits and restrictions;
• Pension Lifetime Allowance amounts and protections STILL available for large funds;
• Using a pension to buy property;
• Pension Freedoms legislation and the consequences of being trapped in a scheme that can’t accommodate them;
• Death Benefits and the impact of Group Life Schemes on the Lifetime Allowance;
• Pensions in IHT planning;
• Pensions versus other retirement savings plans;
• Options for drawing on pension funds since pension freedoms were introduced.

Case studies will be used to highlight opportunities and vulnerabilities.

CPD hours:  1 Client Care and Practice Management

7. Law Society (NI) Financial Advice Roadshow

This will be a 90 minute session combining “best bits” information from the sessions detailed above that are taking place in Belfast. It will comprise:

• Estate Planning using trusts and other mitigation strategies;
• Income Tax and Capital Gains Tax mitigation strategies;
• Retirement planning strategies;
• The new freedoms for withdrawals from pensions for individuals and their dependants;
• Business Protection for partnerships and limited companies.

To increase accessibility this session will take place in the following locations:

Tuesday 12 November 2019  1pm – 2.30pm  Roe Park Resort, Limavady
Wednesday 13 November 2019  1pm – 2.30pm  Killyhevlin Hotel, Enniskillen
Thursday 14 November 2019  1pm – 2.30pm  Canal Court Hotel, Newry

Case studies will be used to highlight opportunities and vulnerabilities.

CPD hours:  1.5 Client Care and Practice Management

8. Investing for vulnerable individuals

Wednesday 11 December 2019  1pm – 2pm  Law Society House, Belfast

This session will cover:

• The roles and responsibilities of Trustees and Attorneys;
• Suitable investment strategies for Personal Injury Trusts;
• Elderly care options, costs and allowances;
• Estate deprivation;
• Treatment of the home if elderly care is required.

Case studies will be used to highlight opportunities and vulnerabilities.

CPD hours:  1 Client Care and Practice Management
COMPREHENDING CONVEYANCING

Date: Various – see below
Time: 5pm – 7pm
Venue: Law Society House, Belfast
Cost: £180 – for all 4 sessions

CPD Hours: 8 Compulsory Conveyancing/General Group Study

The Society is committed to ensuring that there is up to date and relevant CPD available for all solicitors involved in conveyancing. This course, taking place over a 4 week period, will look at the domestic conveyancing process from start to finish:

1. The Commencement: estimates of costs, taking initial instructions, terms of business, pre-contract enquiries, searches, property certificates, planning and building control issues.
2. The Contract: the Conditions of Sale, drafting contracts, special conditions, selling and buying, advising your client, apartments, deposits, fixtures and fittings.
3. Completion: drafting deeds, mortgage instructions, reports on title, CML requirements, completion letters and undertakings.
4. Post Completion: SDLT requirements, CFR, the Land Registry, Registry of Deeds, ground rents, accounting to the client, bills of costs, sending deeds.

The course is aimed at those solicitors who have limited practical conveyancing experience as well as those solicitors who have conveyancing experience but would like a refresher of the basics.

The course will run over 4 consecutive weeks. Numbers will be limited to approximately 30 on each course. To accommodate as many people as possible the course will run twice during the 2019 year:

Course 1
Tuesday 5, 12, 19, 26 March 2019
Course 2
Tuesday 1, 8, 15, 22 October 2019

Attendance at this course will fully cover the 2019 Compulsory Conveyancing CPD requirement. Any additional hours gained can be carried over into the General Group Study section.

The seminar will be delivered by David Gaston, retired solicitor.

MEDIATION SERIES 2019

The topics to be covered in the 2019 Mediation series are:

Topic: The Role of the Solicitor in a Mediation
Date: Tuesday 12 March 2019

Topic: Why Mediation Works – Some Case Studies
Date: Tuesday 4 June 2019

Topic: Key Skills for Mediators
Date: Tuesday 19 November

The seminars will be delivered by Brian Speers, CMG Cunningham Dickey Solicitors. Brian is regarded as one of the most experienced solicitor mediators in Northern Ireland and has pioneered the use of mediation for the resolution of commercial disputes. He has lectured extensively in mediation both locally and internationally.

MEDIATION SERIES 2019 (Continued)

HOW TO USE LINKEDIN – BESPOKE WORKSHOP FOR SOLICITORS

Date: Wednesday 13 March 2019
Time: 10am – 1.30pm
Venue: Law Society House, Belfast
Cost: £90

CPD Hours: 3 Client Care and Practice Management

This practical hands-on workshop will look at how to set up and optimise your LinkedIn profile to help build your online network and provide another avenue for clients and potential clients.

It will cover:

• how to write your LinkedIn profile;
• relevant keywords;
• your personal brand;
• how to make productive connections;
• how and what to post on LinkedIn;
• how to raise your profile as an expert in your field.

Participants will need to bring a laptop to this event as it is a practical workshop.

Attendance at this seminar will fully cover the 2019 Client Care and Practice Management CPD requirement. Any additional Client Care and Practice Management hours gained can be carried over into the General Group Study section.

The session will be delivered by Louise Brogan, Social Bee NI. Louise has a broad range of experience working in IT and Social Media and an exemplary track record in project delivery across a variety of sectors. She has particular expertise in providing social media consultancy and training to organisations in the public and private sector and has delivered social media campaigns for a number of high profile clients across a wide range of industries.

NEW HOW TO USE LINKEDIN – BESPOKE WORKSHOP FOR SOLICITORS

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Venue: Law Society House, Belfast
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IMMIGRATION SERIES 2019

A range of Immigration events will be taking place over the course of 2019. The events have been designed to provide timely, relevant and topical updates, advice and guidance for members.

The series will include a session on Legal Developments in Immigration Law and Practice and a practical session on Presenting and Preparing a Case for Hearing before the Immigration and Asylum Chamber. Additional events are planned for 2019 and these will be advertised over the course of the year. The Series seeks to enhance the knowledge base for practitioners engaging in - or thinking of working in - the field of Immigration and Asylum Law.

Date | Title and Presenter | Time and location | Cost | CPD Hours
--- | --- | --- | --- | ---
Wednesday 20 March 2019 | Legal Developments in Immigration Law Practice | Law Society House, Belfast 1pm – 2.30pm | £50 | 1.5 General Group Study

Tuesday 24 September 2019 | Presenting and Preparing a case for hearing before the Immigration and Asylum Chamber (First-tier Tribunal) and Upper Tribunal and Ancillary Proceedings | Law Society House, Belfast 12.30pm – 4.30pm | £120 | 3.5 General Group Study

This practical session will provide guidance and information on the preparation of cases for hearing as well as practical advice when advocating on behalf of a client before the Immigration and Asylum Chamber.

Fionnuala Connolly BL

One of the keynote speakers in the Immigration Series will be Fionnuala Connolly BL. Fionnuala was called to the Bar of Northern Ireland in 1996. She worked for several years at the Court of Justice of the European Union in Luxembourg and as a Senior Associate with White and Case LLP in Brussels. Fionnuala is author of Immigration Law in Northern Ireland: A Practitioners Guide (SLS 2011), co-author with William Orbinson Q.C. of Planning and Judicial Review Case Summaries 1976 – 2016 (Planning Online, 2016) and Planning and Judicial Review Case Summaries 2018 Update (Planning Online 2018). Fionnuala regularly delivers papers on immigration law, human rights, judicial review and administrative law and her areas of practice include immigration law, planning law, EU law, inquests, judicial review, administrative law and human rights. She is Chairperson of the Bar Immigration Practitioners Association (BIPA), President of the Franco-British Lawyers Society for Northern Ireland and the Bar of Northern Ireland representative on the CBEB (Council of Bars and Law Societies in Europe) United Kingdom Delegation. Fionnuala was called to the Bar of Ireland in 2018.

WHY QUALITY SUSPICIOUS ACTIVITY REPORTS (SARs) MATTER

Date: Various – see below
Time: Various – see below
Venue: Various – see below
Cost: £35 per session
CPD Hours: 1 Client Care and Practice Management per session

The Society, with input from the National Crime Agency (NCA), is delivering an education event aimed at legal practices’ Money Laundering Reporting Officers (MLROs)/Nominated Officers (as per the Money Laundering, Terrorist Financing and Transfer of Funds (Information of the Payer) Regulations 2017).

The NCA, as the body to whom MLROs submit SARs, will share from its perspective on the SARs regime and why it is in the interests of all parties to continue working together on improved reporting through the SARs regime.

Topics to be covered include:
- What are the risks to firms?
- Spotting the Red Flags
  What information/considerations should make it more likely for MLRO's to submit a SAR to the NCA? What information/considerations should MLROs be encouraging those within their practices to provide when submitting a report to the MLRO?
- Why Quality Information matters
  Information about the ‘journey’ of a SAR once submitted i.e. what happens practically, who receives and reviews it (which LEA and where), what happens with the information submitted.
- Best practice guidance on how to make a high quality Suspicious Activity Report (SAR).
- Defence Against Money Laundering (DAML)
  Comment on the quality of SARs and DAMLs received at present and common operational issues encountered by the NCA.
- Update on current events, procedure and practice.
- Case studies/worked examples of positive outcomes from the SARs regime.
- NCA Updates
  FATF, SARs Reform including the IT reform programme and the Law Commission review.

To increase accessibility the session will run in the following locations:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Venue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Thursday 21 March</td>
<td>10am – 11am</td>
<td>Killyhevlin Hotel, Enniskillen</td>
</tr>
<tr>
<td>Friday 22 March</td>
<td>10am – 11am</td>
<td>Canal Court Hotel, Newry</td>
</tr>
<tr>
<td>Friday 22 March</td>
<td>1.30pm – 2.30pm</td>
<td>Law Society House, Belfast</td>
</tr>
</tbody>
</table>
The vast majority of dealings between solicitors and clients are conducted in an efficient and satisfactory way. However, occasionally problems can arise and when this happens it is important that solicitors deal with the situation efficiently and in accordance with the Solicitors (Client Communication) Regulations 2008.

The Client Complaints Committee is continuing with its series of seminars to assist the profession in understanding the types of complaints received by the Society, suggesting practical ways to avoid complaints arising and outlining procedures to effectively manage complaints when they are received from clients.

The seminars will each address a specific area and will discuss common themes of the complaints:

**Conveyancing Complaints**  
Wednesday 27 March 2019
This session will be delivered by Alan Reid, Murlands Solicitors.

*This session can be used as Compulsory Conveyancing CPD or Client Care and Practice Management CPD.

**Probate Complaints**  
Wednesday 11 September 2019
This session will be delivered by Julie Ann Osborne, CMG Cunningham Dickey Solicitors.

**Family Complaints**  
Wednesday 6 November 2019
This session will be delivered by Janice Spence, Donaldson McConnell & Co.

This workshop will look at “How to Grow a Business” and will cover key topics including marketing and sales, people management, operations and finance. The session will highlight 10 practices that enable business growth. This will be presented in the context of the “Business Growth Cycle” which will detail the stages of the corporate life cycle.

The session will be delivered by Dave McClements, Partner, Core Consulting. Dave is a business consultant with 22 years experience in developing organisations and has worked with various sectors in the UK and Ireland. This has involved consulting on business strategy, marketing, sales, people development, operations and financial matters relating to business growth.

Attendance at this seminar will fully cover the 2019 Client Care and Practice Management CPD requirement. Any additional Client Care and Practice Management hours gained can be carried over into the General Group Study section.

To increase accessibility this session will run on the following dates:

- Friday 29 March 2019
- Monday 9 December 2019
NEW WELLBEING IN THE WORKPLACE – WHAT IT IS AND WHY IT MATTERS

Date: Various – see below
Time: 1pm – 2.30pm
Venue: Law Society House, Belfast
Cost: £50 per session
CPD Hours: 1.5 Client Care and Practice Management per session

Despite legislation providing protection from discrimination due to mental health disability and employers having a legal duty to protect employees from stress at work, a recent Labour Force Survey identified that 12.5 million working days were lost in 2016/2017 due to work-related stress, depression and anxiety with the legal sector having a higher than average prevalence.

In order to have a legal profession that is fit for the demands of delivering legal services in the 21st century we need to make sure that those providing these services are productive, resilient and able to cope with a changing and competitive environment.

Increasingly organisations are developing wellbeing policies. There are many benefits to this - better physical and mental health, greater motivation, creativity and more productive work. From an employer’s perspective actively improving wellbeing may help to attract a talented and diverse range of people, help with staff retention, reduce sick days, increase productivity and give an edge over competitors. The High Court ruling in SRA v James and Ors (13 November 2018) serves as a shocking reminder of how seriously mental health issues and unsupportive working environments can impact and escalate to career-ending lengths.

This seminar will help identify aspects of practice that compromise wellbeing, identify ways of improving wellbeing and will explore:

- What mental health and wellbeing mean;
- Factors that affect wellbeing;
- A definition of stress;
- Why organisations should tackle stress at work;
- Common indicators of stress;
- The effects of stress;
- Working with difficult people;
- The Four Pillars of Resilience;
- Key steps to improving wellbeing;
- Practical office strategies for success including tips on time management and effective use of email.

To increase accessibility this session will run on the following dates:

- Wednesday 10 April 2019
- Wednesday 4 December 2019

The session will be delivered by Trish McLellan – Co-ordinator for Scotland and Northern Ireland, LawCare. LawCare is the charity that supports and promotes wellbeing in the legal community throughout the UK and Ireland.

NEW CHILDREN ORDER DAY – PRIVATE LAW APPLICATIONS

Date: Thursday 4 April 2019
Time: 12.30pm – 4pm
Venue: Law Society House, Belfast
Cost: £90
CPD Hours: 3 General Group Study

The Society’s Family Law Committee are pleased to deliver an afternoon of presentations focusing on private law aspects of the Children’s Order.

The event will be divided into four parts consisting of presentations delivered by a Court Children’s Officer [CCO], a Contact Centre Co-Ordinator, a District Judge and a solicitor. Each presenter will focus on their specific aspect of the private law application jigsaw and deliver on issues that other court users and stakeholders need to be aware of.

The event will benefit from a presentation from a Contact Centre Co-Ordinator which will outline very specifically what a Contact Centre is, what it does and does not do in terms of provision of supported contact. This information will be embodied in a focused document which all of those involved with Centre users can refer to.

Each Trust area offers a different CCO service. The details for each area will be provided as well as general information in regard to CCO applications, issues arising and how they can be addressed.

The District Judge has sat in Family Proceedings Courts since 2005 and will present the judicial view and areas that court users should focus on.

Finally the solicitor perspective will be delivered by an experienced family lawyer.

NEW THE OFFICE OF CARE & PROTECTION & INCAPACITATED ADULTS: KEY LEGAL ISSUES

Date: Wednesday 8th May 2019
Time: 1pm – 2pm
Venue: Law Society House, Belfast
Cost: £35
CPD Hours: 1 General Group Study

This session will provide an overview of the key legal issues of Part VIII of the Mental Health (NI) Order 1986 such as the legal obligations of Controllers and Attorneys, conveyancing on behalf of a patient and testamentary issues.

The session will be delivered by Master Wells, Master (High Court) Care & Protection. Master Wells was appointed as Master (High Court) on 8th September 2005 and assigned as Master (Care and Protection). Both before and after her appointment the Master was a Member of the Bamford Review of Mental Health and Learning Disabilities (NI) which created the blueprint for the Mental Capacity Act (Northern Ireland) 2016. The Master is a Member of the Court Funds Judicial Liaison Committee and the Children Order Advisory Committee (COAC) which will be replaced by the Shadow Family Justice Board.

NEW CHILDREN ORDER DAY – PRIVATE LAW APPLICATIONS

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The District Judge has sat in Family Proceedings Courts since 2005 and will present the judicial view and areas that court users should focus on.

Finally the solicitor perspective will be delivered by an experienced family lawyer.
ANTI-MONEY LAUNDERING CPD

Date: Various – see below
Time: 1pm – 2.30pm
Venue: Law Society House, Belfast

Cost: £50 per session

CPD Hours: 1.5 Client Care and Practice Management per session

Law firms alongside accountancy and property professionals are under particular scrutiny to ensure compliance with the law in relation to money laundering. The Government’s ‘Flag It Up’ Campaign is addressed at legal, accountancy and property professionals and the risks of facilitating money laundering are high on the agenda.

This course will cover developments in law and good practice and provide practical insights to help your firm with their anti-money laundering and terrorist financing compliance procedures.

Anti-Money Laundering Update 1
To increase accessibility this session will run in the following locations:

**Wednesday 10 April 2019**
1pm – 2.30pm
City Hotel, Derry/Londonderry

**Thursday 11 April 2019**
9.30am – 11am
Canal Court Hotel, Newry

**Thursday 11 April 2019**
1.30pm – 3pm
Law Society House, Belfast

Anti-Money Laundering Update 2
To increase accessibility this session will run on the following dates:

**Wednesday 23 October 2019**
1pm – 2.30pm
Silverbirch Hotel, Omagh

**Thursday 24 October 2019**
9.30am – 11am
Canal Court Hotel, Newry

**Thursday 24 October 2019**
1.30pm – 3pm
Law Society House, Belfast

The seminar will be delivered by Sue Mawdsley - an experienced solicitor with Legal Risk LLP and co-author of The Money Laundering Reporting Officer’s Handbook: A Guide for Solicitors.

I USED TO KNOW THAT: STUFF (ABOUT SUCCESSION LAW AND EQUITY) YOU FORGOT FROM (LAW) SCHOOL

Date: Tuesday 16 April 2019
Time: 1pm – 2.30pm
Venue: Law Society House, Belfast

Cost: £50

CPD Hours: 1 General Group Study

The book “I used to know that: stuff you forgot from school” has been a bestselling Christmas stocking filler for the last decade. This seminar looks at a selection of equitable doctrines and succession law principles that law students once heard about in lectures but may have forgotten the practical significance. Material (non-exhaustive) which will be covered includes:

- The order for the payment of debts in solvent estates - partial intestacies and mortgages;
- Executors and beneficiaries owing money to the Deceased - the resurgence of the rule in Cherry v Boultree;
- Attempting to devise joint tenancy property and other people’s assets - the implications of the equitable doctrine of election;
- The rule against self-dealing - practical implications for personal representatives;
- Equitable apportionment rules - now abolished in England but still alive and well in Northern Ireland.

The session will be delivered by Sheena Grattan BL. Sheena is a practising Chancery barrister in Northern Ireland specialising in private client work. Previously she was a senior lecturer in the Law School of Queen’s University, Belfast lecturing in Equity (including Trusts), Land Law, Inheritance and the law and Revenue Law, having started her career as a solicitor in private practice. Sheena is the author of several legal texts including Succession Law in Northern Ireland (SLS), and, with James Kessler QC, Drafting Trusts & Will Trusts in Northern Ireland (Bloomsbury). She is a founding member of the STEP: Northern Ireland branch and in 2012 was the recipient of a STEP Founder’s award for outstanding achievement. Sheena is the current Chair of the NI Branch of STEP. She has been an examiner and tutor for both the Administration of Trusts and the Administration of Estates components of the STEP/CLT Diploma programme in Northern Ireland since its inception.
This practical guide to estate administration has been designed to provide maximum benefit to sole practitioners and small/medium firms. Topics to be covered include:

- Knowing your client;
- Getting instructions;
- Securing the client;
- Missing beneficiaries;
- Administration of estates in general and the most common issues/problems;
- IHT – forms, valuations, IHT by instalments, who pays transfer, specific request for land;
- Deed of variation;
- Farming APR and BPR;
- Charging clauses;
- Thresholds, payments, timelines;
- Estate accounts, accounting for interest, CGT, loss relief, corrective accounting;
- Common pitfalls and how to avoid them.

The seminar will be delivered by Michael Graham, Cleaver Fulton Rankin. Michael is Head of the Private Client Department and specialises in trusts, tax, the administration of estates and issues affecting elderly and vulnerable clients. Michael is the former Chair of the Northern Ireland branch of the Society of Trust and Estate Practitioners and also sits on the Law Society of Northern Ireland committee for Non-Contentious Business. Michael is a member of the Executive Committee of Will to Give, a local charity created to promote charitable giving by will in Northern Ireland.

The Law Society of Northern Ireland boasts a modern and well-equipped Library and Business Centre for its members. It holds a comprehensive collection of electronic and hard copy legal resources together with access to a vast network of external resources and specialised legal collections. The Library also provides a range of services which many solicitors use on a regular basis including its very popular enquiry and research service, the document delivery service, its online awareness service and the Libero Database, which is an important portal of legal information for practitioners in this jurisdiction.

The Library and Information Service is once again running its in-depth Compact Research Courses for solicitors. The numbers at each session will be capped at approximately 4 to ensure maximum benefit for each participant. The emphasis of the course will be very much “hands on” with participants encouraged to use the resources and facilities available to develop their legal research strategies and techniques. The course is led by Heather Semple, the Society’s Head of Library and Information Services.

The course is very well received with previous delegates stating:

“Excellent course – will be invaluable back in the office.”

“I have discovered new information and new knowledge about the LSNI Library services – thank you!”

“Excellent session – Libero is a very useful tool.”

“This is an excellent course which should be undertaken by solicitors!”

Topics to be covered will include:

- the law making and law finding processes in Northern Ireland and the intricacies of conducting legal research in a small jurisdiction like Northern Ireland to ensure you are using good law;
- whether to use hard copy or electronic resources and the development of search strategies according to the best bibliographical resources available;
- commercial resources available through the Law Society Library;
- use of the Libero database;
- part of the session is an interactive tutorial on best practice, tips and techniques for using the internet for legal research.

The courses can be adapted and tailored according to participant requirements.

Attendance at this seminar will fully cover the 2019 Client Care and Practice Management CPD requirement. Any additional Client Care and Practice Management hours gained can be carried over into the General Group Study section.

The sessions have been extremely popular and booking is essential – please ensure you contact the CPD Department directly and receive a booking confirmation if you want to attend one of the sessions. We will be unable to cater for
anyone who turns up without booking in advance. Please inform CPD staff on booking if you have attended this course before as preference will be given to those who have not previously attended.

The course will run on the following dates:

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<thead>
<tr>
<th>Session</th>
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<td>1</td>
<td>Tuesday 14 May 2019</td>
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<td>Wednesday 15 May 2019</td>
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<td>3</td>
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<td>Wednesday 4 December 2019</td>
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OVERVIEW AND UPDATE ON THE WORK OF THE NORTHERN IRELAND HUMAN RIGHTS COMMISSION

Date: Thursday 23 May 2019  
Time: 1pm – 2pm  
Venue: Law Society House, Belfast  
Cost: £35

The Northern Ireland Human Rights Commission (NIHRC) is the National Human Rights Institution for Northern Ireland. Although funded by government, it is an independent public body.

The NIHRC ensures that the government and other public bodies protect the human rights of everyone in Northern Ireland and they also provide advice and guidance to help people understand what their human rights are and what they can do if their rights are abused.

This session will provide an overview and update on the work of the Human Rights Commission and it will be delivered by Les Allamby, Chief Commissioner, Human Rights Commission. Les was appointed for a period of five years and he took up post on 1 September 2014. Les is a solicitor and formerly the Director of the Law Centre (Northern Ireland). He was appointed honorary Professor of Law at the University of Ulster last year and is a trustee of the Community Foundation for Northern Ireland.

To increase accessibility this session will take place in the following locations:

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<tr>
<th>Date</th>
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<tr>
<td>Tuesday 4 June 2019</td>
<td>1pm – 2pm</td>
<td>Roe Park Resort, Limavady</td>
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<td>Wednesday 5 June 2019</td>
<td>1pm – 2pm</td>
<td>Killyhevlin Hotel, Enniskillen</td>
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<td>Wednesday 12 June 2019</td>
<td>9.30am – 10.30am</td>
<td>Canal Court Hotel, Newry</td>
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ESTATE PLANNING FOR DIGITAL ASSETS ON INCAPACITY AND DEATH

Date: Various – see below  
Time: Various – see below  
Venue: Various – see below  
Cost: £30 per session  
CPD Hours: 1 General Group Study per session

Dealing with digital assets on both incapacity and death is now an important part of estate planning for solicitors. This seminar gives an overview of the current law on digital assets and provides some practical guidance on how to navigate this relatively new area of practice.

The seminar will be of benefit to all solicitors who deal with private client and the administration of estates work. It will be delivered by Andrew Kirkpatrick, Head of Non Contentious Business, Law Society of Northern Ireland.

To increase accessibility this session will take place in the following locations:
TALKING COSTS WITH CLIENTS

Date: Various – see below
Time: Various – see below
Venue: Various – see below
Cost: £50 per session
CPD Hours: 1.5 Client Care and Practice Management per session

Costs remain the issue about which clients are most likely to complain, regardless of the type of work undertaken. They may not be something you are comfortable discussing, but being upfront about fees will pay dividends in the long run, both for you and for your clients.

Too often, lawyers avoid talking about money or, if asked directly by the client, become hesitant and evasive. The practical consequences of not talking about money are considerable. They include:

- the client becoming frustrated or confused about likely costs;
- the work starting before costs are agreed;
- the different perceptions about what is covered and what is not;
- the client feels ‘unsure’ about service levels and how much s/he should budget;
- it causes later misunderstandings and problems with payment and level of fees.

Talking to clients about fees is complicated. To help navigate the issue this session will include information on:

- The regulatory context;
- Communication with clients;
- Managing expectations – a discussion of the best ways to talk to clients about costs, fixed fees, hourly rates, ‘unbundling’ (where the client and lawyer divide work between them) and combining legal aid with private paying work;
- Keeping clients happy;
- Awareness of the issues which can cause complaints;
- Dealing with complaints and good practice in complaints handling.

To increase accessibility the session will take place in the following locations:

Thursday 6 June 2019 1pm – 2.30pm City Hotel, Derry/Londonderry
Friday 7 June 2019 9.30am – 11am Canal Court Hotel, Newry
Friday 7 June 2019 1.30pm – 3pm Law Society House, Belfast

The seminar will be delivered by Vicky Ling, a consultant specialising in legal aid practice and a founder member of the Law Consultancy Network.

CLAIMS UNDER THE INHERITANCE (PROVISION FOR FAMILY AND DEPENDANTS) ORDER 1979

Date: Thursday 12 September 2019
Time: 4.30pm – 6pm
Venue: Law Society House, Belfast
Cost: £50
CPD Hours: 1 General Group Study

This session will provide an overview of dealing with claims under the Order and will cover:

Substantive law:
- The basis of a claim;
- Eligibility;
- The difficulty of assessing quantum;
- A review of some recent case law.

Procedure:
- Getting starting and taking instructions;
- Interplay with other claims;
- The pre-action protocol and court process;
- The role of personal representatives;
- Tax and other implications of orders and settlements;
- Some traps for the unwary.

The session will be delivered by Sheena Grattan BL. Sheena is a practising Chancery barrister in Northern Ireland specialising in private client work. Previously she was a senior lecturer in the Law School of Queen’s University, Belfast lecturing in Equity (including Trusts), Land Law, Inheritance and the law and Revenue Law, having started her career as a solicitor in private practice. Sheena is the author of several legal texts including Succession Law in Northern Ireland (SLS), and, with James Kessler QC, Drafting Trusts & Will Trusts in Northern Ireland (Bloomsbury). She is a founding member of the STEP: Northern Ireland branch and in 2012 was the recipient of a STEP Founder’s award for outstanding achievement. Sheena is the current Chair of the NI Branch of STEP. She has been an examiner and tutor for both the Administration of Trusts and the Administration of Estates components of the STEP/ELT Diploma programme in Northern Ireland since its inception.
### PRACTICE MANAGEMENT 2019

**Date:** Various – see below  
**Time:** Various – see below  
**Venue:** Various – see below  
**Cost:** Fee of charge  

**CPD Hours:** 1.5 Client Care and Practice Management per session

The Law Society of Northern Ireland is committed to providing support to members on challenging issues and offering ideas and suggestions on how firms could maximise the opportunities available to them. We continue to do this by offering a **FREE** series of CPD sessions to be delivered across Northern Ireland. There will be input from a range of professionals on relevant and topical issues. To ensure the events are as topical and useful as possible, speakers and topics will be advertised later in 2019.

To increase accessibility the seminar will take place in the following locations:

- **Wednesday 25 September 2019**  
  1pm – 2.30pm Killyhevlin Hotel, Enniskillen
- **Thursday 26 September 2019**  
  9.30am – 11am Canal Court Hotel, Newry
- **Thursday 26 September 2019**  
  1.30pm – 3pm Law Society House, Belfast

### NON CONTENTIOUS PROBATE APPLICATIONS: A GUIDE FOR PRACTITIONERS

**Date:** Various – see below  
**Time:** 1.30pm – 3pm  
**Venue:** Various – see below  
**Cost:** £35 per session  

**CPD Hours:** 1.5 General Group Study per session

This seminar in conjunction with the **Probate Office** is aimed at assisting solicitors and legal staff who deal with Probate Applications.

The seminar will enhance the understanding of practitioners as to the problem areas in relation to probate applications. It should also result in a greater first time success rate for applications received benefiting the profession, applicants and the Office.

To increase accessibility the seminar will run in the following locations:

- **Friday 4 October 2019**  
  Silverbirch Hotel, Omagh
- **Friday 11 October 2019**  
  Roe Park Resort, Limavady
- **Friday 18 October 2019**  
  Law Society House, Belfast

### CAPITAL TAXES REFRESHER

**Date:** Thursday 10 October 2019  
**Time:** 1pm – 2pm  
**Venue:** Law Society House, Belfast  
**Cost:** £35 per session  

**CPD Hours:** 1 General Group Study

This seminar will cover the following topics:

- Recent developments in property taxes;
- Capital Gains Tax Update;
- Inheritance Tax Update;
- Capital allowances overview.

The seminar will be delivered by Seamus McLernon, Director, MB McGrady & Co, Chartered Accountants and Karl Gilchrist, Manager, MB McGrady & Co, Chartered Accountants. It will be of benefit to both recently qualified solicitors and those wishing to update their knowledge on the topics above.

### CONVEYANCING CONFERENCE 2019

**Date:** Wednesday 16 October 2019  
**Time:** 10am – 3.30pm  
**Venue:** Hilton Hotel, Templepatrick  
**Cost:** £150  

**CPD Hours:** 4 Compulsory Conveyancing/General Group Study

As part of the Society’s Compulsory Conveyancing CPD programme the 2019 Conveyancing Conference has been organised for Wednesday 16 October 2019.

The programme will cover current conveyancing issues relevant to all those who undertake conveyancing transactions. To ensure the Conference is current and topical, emerging topics will be selected in the run up to the event. Further details will be made available to members at this stage.

Attendance at this conference will fully cover the 2019 Compulsory Conveyancing CPD requirement. Any additional hours gained can be carried over into the General Group Study section.
### SOCIAL MEDIA LAW

**Date:** Thursday 17 October 2019  
**Time:** 1pm – 2pm  
**Venue:** Law Society House, Belfast  
**Cost:** £35  

**CPD Hours:** 1 General Group Study

The Society will once again run a Social Media Law event which will be delivered by Emma Hunt, Director, Mills Selig, Belfast. Within Mills Selig, Emma has developed a practice in advising on issues arising out of the use of social media and other online forums. Emma has acted for a local company in one of the first reported decisions in this jurisdiction involving defamatory publications on Facebook.

To ensure that the session is as up to date and current as possible the content will be decided upon and circulated closer to the time.

### EUROPEAN LAWYERS DAY 2019

**Date:** Friday 25 October 2019  
**Venue:** Law Society House, Belfast  
**Cost:** Free of Charge  

**CPD Hours:** 1 General Group Study

The Law Society annually recognises European Lawyers Day by holding a CPD event and will do so again on Friday 25 October 2019. Speakers and topics will be detailed closer to the event.

### RECENT DEVELOPMENTS IN SUCCESSION LAW AND TRUSTS

**Date:** Thursday 31 October 2019  
**Time:** 1pm – 2.30pm  
**Venue:** Law Society House, Belfast  
**Cost:** £50  

**CPD Hours:** 1.5 General Group Study

This session will cover recent important developments in the area of probate and trusts - both contentious and non-contentious. The precise content is being left flexible so that the seminar can include the inevitable developments which will occur over the course of the year. This session will be practical and relevant to those involved in will drafting or the administration of estates.

The session will be delivered by Sheena Grattan BL. Sheena is a practising Chancery barrister in Northern Ireland specialising in private client work. Previously she was a senior lecturer in the Law School of Queen’s University, Belfast lecturing in Equity (including Trusts), Land Law, Inheritance and the law and Revenue Law, having started her career as a solicitor in private practice. Sheena is the author of several legal texts including Succession Law in Northern Ireland (SLS), and, with James Kessler QC, Drafting Trusts & Will Trusts in Northern Ireland (Bloomsbury). She is a founding member of the STEP, Northern Ireland branch and in 2012 was the recipient of a STEP Founder’s award for outstanding achievement. Sheena is the current Chair of the NI Branch of STEP. She has been an examiner and tutor for both the Administration of Trusts and the Administration of Estates components of the STEP/CLT Diploma programme in Northern Ireland since its inception.

### THE IMPLICATIONS OF CRIME, INSOLVENCY & TAX EVASION

**Date:** Thursday 7 November 2019  
**Time:** 1pm – 2.30pm  
**Venue:** Law Society House, Belfast  
**Cost:** £50  

**CPD Hours:** 1.5 General Group Study

This presentation will examine a range of contentious scenarios within law enforcement, insolvency and debt recovery involving the repossession and seizure of a client’s assets – with reference to assets being realised under the Insolvency (NI) Order 1989 and seized under the Proceeds of Crime Act 2002. The session will also touch on anti-money laundering as a consideration. Discussion will centre on the wide-ranging powers conferred on the authorities by key legislation and the client’s rights and obligations.

The session will be delivered by Maria Glover, Napier & Sons Solicitors and Aidan Larkin, Wilsons Auction Group.

Maria Glover is a Partner in Napier & Sons and a licensed Insolvency Practitioner. She represents private clients before the Bankruptcy & Companies Master on a daily basis. She obtained her licence as an Insolvency Practitioner as the first Solicitor in Northern Ireland to successfully undertake the Joint Insolvency Examination and is therefore, uniquely qualified within the legal sector. With over a decade of experience in this specialised area of practice, Maria is widely recognised for her technical expertise.

Aidan Larkin leads the Asset Recovery Department for Wilsons Auction Group in the UK and Ireland. He manages the asset realisation process for a wide variety of clients ranging from National Law Enforcement Agencies, Public Sector Organisations, Lending Institutions and Insolvency Practitioners. Wilsons Auctions act for over 40 police forces across the UK & Ireland.
RECENT DEVELOPMENTS IN MORTGAGE REPOSSESSION LAW

Date:  Tuesday 12 November 2019
Time:  1pm – 2pm
Venue:  Law Society House, Belfast
Cost:  £35
CPD Hours:  1 General Group Study

This session will cover recent developments in residential mortgages in Northern Ireland including the mortgage market and recent regulatory and case law developments.

The session will be delivered by Charles O’Neill, Director of Product Development in Co-Ownership. Charles has previously held a number of legal and operational roles. A solicitor by profession, he has a keen interest in housing law and policy and has written textbooks on the law of mortgages and private tenancies in Northern Ireland.

SAVE THE DATE - ELDER LAW AND CAPACITY CONFERENCE 2019

Date:  Wednesday 13 November 2019

The Elder Law and Capacity Conference will take place on Wednesday 13 November 2019.

To ensure the Conference is current and topical, emerging and existing topics will be selected in the run up to the event and further details will be made available to members at this stage.

CONSTRUCTION OF WILLS

Date:  Thursday 14 November 2019
Time:  4.30pm – 6pm
Venue:  Law Society House, Belfast
Cost:  £50
CPD Hours:  1.5 General Group Study

This session on the construction of wills will look at:

- General principles;
- Some well known canons of construction;
- Admissibility of extrinsic evidence;
- Marley v Rawlings and the inexorable rise of the purposive approach;
- Recurring problem areas such as monies, farms, dwellinghouse, rights of residence;
- Construction summons - practice and procedure including Article 33 of the Wills and Administration Proceedings (NI) Order 1994;
- Interplay with rectification.

The session will be delivered by Sheena Grattan BL. Sheena is a practising Chancery barrister in Northern Ireland specialising in private client work. Previously she was a senior lecturer in the Law School of Queen’s University, Belfast lecturing in Equity (including Trusts), Land Law, Inheritance and the law and Revenue Law, having started her career as a solicitor in private practice. Sheena is the author of several legal texts including Succession Law in Northern Ireland (SLS), and, with James Kessler QC, Drafting Trusts & Will Trusts in Northern Ireland (Bloomsbury). She is a founding member of the STEP: Northern Ireland branch and in 2012 was the recipient of a STEP Founder’s award for outstanding achievement. Sheena is the current Chair of the NI Branch of STEP. She has been an examiner and tutor for both the Administration of Trusts and the Administration of Estates components of the STEP/CLT Diploma programme in Northern Ireland since its inception.

SPORTS LAW CONFERENCE 2019

Date:  Friday 15 November 2019
Time:  9am – 3pm
Venue:  Malone Golf Club, Belfast
Cost:  £90
CPD Hours:  5 General Group Study

The annual Sports Law Conference is now an established and anticipated part of the Law Society CPD programme. Over the last number of years we have had many high profile and expert presenters – offering practitioners in Northern Ireland a unique opportunity to hear from leaders in the field. Presenters and topics will be detailed closer to the event.
THE APPRENTICE AND YOU

Date:       Thursday 21 November 2019
Time:    9.30am – 1pm
Venue:  Law Society House, Belfast
Cost:   £60 (discounted fee)

CPD Hours:  3 Client Care and Practice Management

As a master you have a hugely important role in the education and development of your apprentice. Good training allows apprentices to adapt faster to working in a legal office, gain confidence more quickly, take on more responsibility and ultimately contribute more effectively. This interactive seminar is aimed at existing masters, prospective masters and those who play a part in the training of apprentice solicitors.

It is designed to equip attendees with a basic knowledge of educational theory as well as practical advice and guidance on how to maximise the master/apprentice experience for all involved in it.

The seminar will be delivered by David Gaston, retired solicitor.

Attendance at this seminar will fully cover the 2019 Client Care and Practice Management CPD requirement. Any additional Client Care and Practice Management hours gained can be carried over into the General Group Study section.

If the seminar is oversubscribed places will be allocated to those who have an apprentice or have registered with the Society to take on an apprentice.

CHARITY COMMISSION - GUIDANCE, INFORMATION AND UPDATE SESSION

Date:       Friday 22 November 2019
Time:    1pm – 2pm
Venue:  Law Society House, Belfast
Cost:   £35

CPD Hours:  1 General Group Study

Celebrating its 10th anniversary this year, the Charity Commission for Northern Ireland has played a crucial role in enabling charities to meet modern expectations and obligations by providing a firm and fair regulation in which the public can have confidence.

With regulations continuing to stem from the Charities Act (Northern Ireland) 2008 and greater obligations being placed upon charities, this session will discuss:

-  recent developments;
-  what charities can expect in 2020;
-  highlight decisions of the Charity Tribunal and the High Court;
-  cover lessons for the sector from the latest casework and investigatory work of the Commission.

This session will be delivered by a Legal Advisor from the Charity Commission for Northern Ireland.

DRAFTING WILLS

Date:       Tuesday 26 November 2019
Time:    1pm – 2.30pm
Venue:  Law Society House, Belfast
Cost:  £50

CPD Hours:  1.5 General Group Study

This practical guide to drafting wills will cover:

-  Who is the Client?
-  Capacity;
-  The Golden Rule;
-  Commencement;
-  Executors;
-  Guardians;
-  Types of Gift;
-  Tax issues;
-  Use of the Nil Rate Band and the Residence Nil Rate Band;
-  Wills for Business Clients;
-  Charitable Gifts.

The seminar will be delivered by Michael Graham, Cleaver Fulton Rankin Solicitors. Michael is Head of the Private Client Department and specialises in trusts, tax, the administration of estates and issues affecting elderly and vulnerable clients. Michael is the former Chair of the Northern Ireland branch of STEP and also sits on the Law Society of Northern Ireland committee for Non Contentious Business. Michael is a member of the Executive Committee of Will to Give – a local charity created to promote charitable giving by will in Northern Ireland.
RAISING VISIBILITY ONLINE – A BEGINNERS GUIDE

Date: Thursday 28 November 2019
Time: 1pm – 2pm
Venue: Law Society House, Belfast
Cost: £35
CPD Hours: 1 Client Care and Practice Management

Social Media and online activity is now a daily part of professional and personal life. This session will look at how social media can be harnessed and used to raise your visibility online.

Topics to be covered will include:

- Why should solicitors consider social media marketing?
- Which social media platforms are relevant to solicitors?
- An overview of Facebook, LinkedIn and Twitter;
- How to engage with your audience/network on social media;
- How to protect your digital footprint.

The session will be delivered by Louise Brogan, Social Bee NI. Louise has a broad range of experience working in IT and Social Media and an exemplary track record in project delivery across a variety of sectors. She has particular expertise in providing social media consultancy and training to organisations in the public and private sector and has delivered social media campaigns for a number of high profile clients across a wide range of industries.

DEALING WITH BEREAVED CLIENTS AND THOSE EXPERIENCING EMOTIONAL OR DIFFICULT CIRCUMSTANCES

Date: Thursday 5 December 2019
Time: 12.30pm – 2.30pm
Venue: Law Society House, Belfast
Cost: £70
CPD Hours: 2 Client Care and Practice Management

On a daily basis solicitors are interacting with many different types of clients with a wide range of problems and issues which require a variety of skills. This can of course include dealing with and advising those who have recently been bereaved, are grieving, are going through a matrimonial breakup or a range of other emotionally charged situations.

This practical lunchtime seminar aims to assist practitioners to better understand how the client may feel and how to deal with them in a sensitive and effective manner. The seminar will be delivered by David Gaston, retired solicitor.

BUILDING YOUR BRAND THROUGH COMMUNICATIONS AND MARKETING

Date: Thursday 12 December 2019
Time: 1pm – 2pm
Venue: Law Society House, Belfast
Cost: £35
CPD Hours: 1 Client Care and Practice Management

This workshop will address how legal firms can build and position their business and brand supported by communications and marketing. Many clients are dazzled when it comes to choosing the right legal advice and many professional firms are seeking support to raise awareness of the services they offer, within the constraints of the professional rules.

This session will advise on strategies to help clearly understand how to position your business and brand, how to engage your existing and future markets and what communication tools are easiest to apply for your target audiences. In simple terms the session will discuss your brand, how to raise awareness of it - locally and further afield - and how, through focused communications and marketing, you can increase your business.

In an era where building brand trust is so crucial, the session will explore brand reputation and management. In addition, given the scrutiny across all social and media platforms, the session will provide advice on how to manage communications risks. Attendees can expect to learn about:

- How firms can promote and position their brand;
- Creating a strong, trusted brand;
- What successful branding, communications and marketing look like;
- Protecting brand and reputation;
- The benefits of communicating;
- Strategies to target customers and track success.

The seminar will be delivered by Maurica Mackle, Mackle Communications. Maurica won the 2017 CIPR Gold Award for Outstanding Independent PR Practitioner. She is a Chartered PR Practitioner, a Fellow of the Chartered Institute of Public Relations and a judge for the Institute’s annual Pride Awards. Her PR consultancy works across the charity, public and private sectors, media and politicians.
For further information or to book a place on any of these courses please email:
cpdbookings@lawsoc-ni.org