



## A Birmingham Law Society Seminar: “Compliance Update: COLPs, COFAs and PII”

**Date:** Tuesday 13 November 2012

**Time:** 13:30pm to 4:30pm

**Venue:** Anthony Collins

134 Edmund Street, Birmingham, B3 2ES

**Fee:** £99 plus VAT for members, £115 plus VAT for non-members

**CPD:** 3 CPD accredited by SRA

**For directions:** [Click here](#)

### Why attend?

As the SRA continues to evaluate the suitability of those nominated earlier in the year for the roles of COLP and COFA thoughts turn to the New Year. From 1 January 2013 the full responsibility for ‘self-compliance’ will be in place, with the compliance officers risking personal censure if they fail to implement the necessary management systems, record minor breaches and report to the SRA those breaches that would be judged to be material ‘as soon as reasonably practicable’. Time is running out to ensure that all is in order so far as the requirements of the SRA Handbook (introduced in October 2011) are in place. This timely session reviews the key strands of law firm risk management and will provide practical guidance on the issues that no firm can afford to ignore.

- The SRA Handbook - have you adapted to all of the outcomes and indicative behaviors?
  - COLPs and COFAs - do you have the systems required of your role?
  - The profile of the successful firm in years to come

### Speakers

- [Matthew Moore LL.B, MCIPD, CDipAF](#). Matthew is a director of Colpline Ltd and a consultant solicitor with regulatory specialists Jayne Willetts & Co. in Birmingham. He was the authorised trainer for the Law Society in its Lexcel scheme from 1999-2007 and is the co-author of ‘The Solicitors Office Procedures Manual’ ([www.solicitors-opm.co.uk](http://www.solicitors-opm.co.uk)). He has also written extensively on the subjects of money laundering and mortgage fraud.

- [Jayne Willetts, Solicitor Advocate](#). Jayne is a Solicitor Advocate with her own specialist professional regulation practice Jayne Willetts & Co. She regularly appears as an advocate before the Solicitors Disciplinary Tribunal either prosecuting on behalf of the SRA as well as defending other solicitors. Described in Chambers & Partners Directory as “a formidable defence advocate” much of her work involves advising law firms and other professionals and regulators on all aspects of professional regulation. A former President of Birmingham Law Society and regular columnist in the Society’s Bulletin Jayne is also Chair of the Standards Committee for Coventry City Council as well as a Legal Adviser to the Conduct Committee of the Chartered Institute of Architectural Technologists.

To reserve your place, please email [liz@birminghamlawsociety.co.uk](mailto:liz@birminghamlawsociety.co.uk)