

2020 CONFERENCE

# SOLICITORS

- SRA Update
- Money Laundering Compliance
- Profit Sharing
- Reporting Accountants - Accounts Rules Update
- GDPR and Cyber Security
- Disbursement v Recharge

THE MIDLANDS  
**23 APRIL** 2020

[www.mercia-group.com/conferences](http://www.mercia-group.com/conferences)

PROMOTE

TRAIN

SUPPORT

# 2020 CONFERENCE

# SOLICITORS

## 9.30AM WELCOME AND INTRODUCTION BY CONFERENCE CHAIRPERSON

Sally Hutchings, Mercia Group

## 9.35AM SRA UPDATE

Jatinderpal Loyal, SRA

- SRA Standards & Regulations – effective from 25 November what are the regulatory obligations on solicitors and law firms
- SRA risk update – SRA's priority risk areas that it's focusing on
- Reporting and enforcement – who can and should report matters to the SRA and its approach to enforcement.

## 11.05AM REFRESHMENT BREAK

## 11.20AM THINKING AGAIN ABOUT PROFIT SHARING ARRANGEMENTS

Robert Mowbray, Taylor Mowbray LLP

- Why do profit sharing arrangements matter and why should they be reviewed regularly?
- How do firms choose to share profits and is there a best way?
- Some recent examples where advice has been given
  - Not profitable but wanting to provide opportunity for the next generation
  - Simplifying overly complicated arrangements
  - Rewarding founding partners and their successors fairly
  - Traditional lockstep arrangements
- Other issues – salaries, drawings, capital requirements, interest on capital, profit distributions and capital profits

## 12.10PM MONEY LAUNDERING COMPLIANCE IN LAW FIRMS

Matthew Moore, Infolegal Ltd

The strict enforcement of the regulatory regime found in the Money Laundering Regulations 2017, as amended by the Fifth EU Directive in January this year, has been one of the major strands of compliance management in most solicitors' firms of late. Following two more limited thematic reviews within the profession during 2019 the SRA then requested 7000 firms to confirm by the end of January that they had a valid risk assessment in place. That risk assessment needs to be the basis of a policy that is in line with the particular profile of that firm. How do law firms (and accountancy firms) address the many complexities of the anti-money laundering regime? There are also future EU Directives in the pipeline: in our current half-in/half-out status will we address them and, if so, what will they require?

- The SRA reviews – how are firms coping with the demands being placed upon them?
- Risk assessments and compliant policies – what are the main features?
- The Fifth Directive and Amendment Regulations – what were the main changes required?
- Looking ahead – an amended NCA reporting regime and more EU legislation?

## 12.55PM LUNCH

## 1.50PM REPORTING ACCOUNTANTS - ACCOUNTS RULES UPDATE

Steve Collings, Leavitt Walmsley Associates Ltd

Over recent years, the SRA have made various amendments to the Solicitors Accounts Rules as a means of trying to simplify the requirements. In the past, they have been notorious for being complex with SRA Accountant's Report forms often being qualified for breaches – some of which may be outside the control of the solicitor.

On 25 November 2019 new rules were introduced and while they are simpler and shorter, a sound understanding is required as there is scope to breach the SRA Accounts Rules due to changes that have been made. Reporting accountants will find themselves working to two sets of rules where an accounting period spans 25 November 2019. This session will cover:

- The role of the reporting accountant and the statutory duty to report to the SRA
- How to plan for completing an accountant's report and what checks to carry out at a law firm
- What factors might suggest a risk to client money
- Frequent breaches of the rules to watch out for

## 3.00PM GDPR AND CYBER SECURITY

Andy Larkum, ADL Consulting

- Whilst only 3 fines (or notifications) relating to the GDPR have been issued in the UK to date, a total of 190 fines have been issued across the EU
- 160 of those fines were for "Insufficient technical and organisational measures to ensure information security"
- In Q3 of 2019/20, a total of 2795 data security incidents were reported to the ICO across 22 sectors:
- 258 of those reports were in the Finance/insurance sector
- 223 were in the Legal sector

In this session we will:

- Unpack some security incidents to see where the failings were and what we can learn from them
- Revisit the foundational principles set out in the GDPR and how they apply to your daily work
- Look at some of the practical things that you and your clients can be doing to reduce the risk of data security incidents

## 3.45PM REFRESHMENT BREAK

## 4.00PM DISBURSEMENT V RECHARGE

Darren Whelan, ILMF

This session will focus on the correct treatment of disbursements for VAT purposes and recharged overheads. It will have an emphasis on the practical application of both HMRC's and the SRA definition of disbursement to help law firms to remain compliant and will look at recent case law to enable law firms to easily identify what is and what isn't a disbursement for VAT purposes.

## 4.45PM CLOSE OF CONFERENCE

CPD hours: 6

# Speakers



## Steve Collings

Steve Collings is a partner at Leavitt Walmsley Associates who are a firm of Chartered Certified Accountants in Cheshire. Steve trained and qualified with the firm. Steve is also a member of the UK GAAP

Technical Advisory Group at the FRC and the author of several books and articles on the subject of accounting and auditing.



## Sally Hutchings

Sally trained and qualified with Deloitte, before joining Mercia in 1992 as a member of the audit and accounts team. Sally's role includes presenting practical accounts and audit courses including

training on the Mercia Audit Manual. She specialises in SRA Accounts Rules and writes and delivers courses on this area to both accountants and solicitors as well as updating the Mercia Specialist Assignment Manual and providing technical support.



## Andy Larkum

Andy Larkum has over 16 years experience in the IT industry. In recent years, he has specialised in Cyber Security and GDPR. An accomplished speaker, Andy excels at making this often confusing topic clear and

accessible to both the knowledgeable and the uninitiated alike.



## Jatinderpal Loyal

Since joining the Law Society Group in May 2003, Jatinderpal has played a key role in developing the SRA's approach to outcomes-focused regulation and the supervision of law firms. Jatinderpal has led

on the SRA's approach to monitoring the ban on referral fees in personal injury and the regulation of financial services. Of late, his work has focused on the SRA's Accounts Rules and Client Protection arrangements and improving the SRA's engagement with small firms.

Jatinderpal works closely with the Ministry of Justice, the Financial Conduct Authority, Reporting Accountants and other key stakeholders.



## Matthew Moore

Matt Moore is a leading authority on law firm compliance issues. He is the Managing Director of Infolegal, a specialist legal risk management and compliance consultancy. He is a consultant solicitor

on disciplinary concerns at Jayne Willetts & Co and is also the longest serving speaker at Central Law Training.

Matt was instrumental in the early development of the Law Society's Lexcel Standard and wrote a number of editions of the 'Lexcel Office Procedures Manual' during that time. He works with a wide range of law firms, from top 20 City practices to sole practitioners. He has written many titles over the years, his current publications being 'How to Decode the Codes of Conduct' and 'Money Laundering Compliance for Solicitors'.

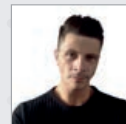


## Robert Mowbray

Robert is an accountant who has worked in and with professional service firms for 30 years and who is an expert on law firm profitability and management.

He has provided training and consultancy services to over 1,000 firms across 30 countries. He is regularly asked to help with a wide range of issues including time recording, pricing and fee negotiation, project management, accelerating cash flow, strategy, profit sharing arrangements and improving the quality of management information.

Robert is the author of "Maximising the profitability of law firms" and the annual NatWest financial benchmarking survey and has recently co-authored "COFA – The law firm finance & administration handbook". He has been voted "Trainer of the year" by the Legal Education & Training Group.



## Darren Whelan

Darren has over 20 years' experience within legal finance, working both in practice and within the legal IT industry. Darren is the Director of Education & Development, responsible for managing the

education and development for the Institute, including training and qualifications, to ensure the consistently high standards of the Institute.

Darren has been a member of the ILFM since 2002 and has sat on the ILFM Executive Council since 2011 becoming Chair in 2018. During that time, Darren has been subject to many external audits including SRA, VAT, PAYE and has successfully defended many ILFM members during VAT inspections. Darren is the author and trainer of the ILFM's VAT for Legal Accounting workshop which offers guidance and practical advice about key aspects of VAT compliance, including the treatment of disbursements and recharges. Darren is also co-author and trainer for ILFM SRA Accounts Rules workshop and has recently co-written "VAT for Legal Professionals". Darren is also one of the examiners for the Institute.

## Date and Venue

THE MIDLANDS

23 APRIL 2020

9.30am - 4.45pm

Hilton East Midlands Airport Hotel  
M1 Junction 24, Derby Rd,  
Derby DE74 2YZ

Tel: 01509 674000  
[www.hilton.com](http://www.hilton.com)

## Cost

From **£330/10** credits per person (including lunch).

Or **£399** cash price alternative.

For more information about our credit prices, visit **[www.mercia-group.com/credits](http://www.mercia-group.com/credits)**

All prices subject to VAT.

# Booking Form

I would like to book places on the **2020 Solicitors Conference** as follows:

A total of \_\_\_\_\_ places @ 10 credits per person

Total credits

or

Cash price alternative  
A total of \_\_\_\_\_ places @ £399 per person

Sub total

Plus VAT at 20%

Total

Contact name

Name of firm

Address

Postcode

Telephone

Email

Delegate Name(s)

- Use existing course credits
- Purchase a block of course credits:  
I would like to buy \_\_\_\_\_ at \_\_\_\_\_ per credit  
**Total** to pay £ \_\_\_\_\_ +VAT
- Please invoice my firm. I understand the usual 30 day credit terms apply
- I enclose a cheque for £ \_\_\_\_\_ made payable to Mercia Group Limited

**Confirmation:** An email confirming your booking will be sent to you. Joining instructions will be sent by email 10 days before the date of the event you are booked on to. **Cancellations:** No refund will be made where cancellation is received less than 14 days before the date of the course. All other cancellations will be subject to a £25 administration charge. All cancellations must be in writing.



## Please return to:

Mercia Group Ltd, 2 Thorpe Way,  
Grove Park, Enderby, Leicester LE19 1SU  
0330 058 7141 enrolments@mercia-group.com  
www.mercia-group.com



Mercia Group Ltd is a company registered in England and Wales with company number 1464141. Registered Office: Wilmington plc, 5th Floor, 10 Whitechapel High Street, London, E1 8QS.

Wilmington plc

# How to book



## Book Online

[www.mercia-group.com/conferences](http://www.mercia-group.com/conferences)



## Email Requests

[enrolments@mercia-group.com](mailto:enrolments@mercia-group.com)



## Call Enrolments Team

0330 058 7141



## Post

Mercia Group Ltd,  
2 Thorpe Way, Grove Park,  
Enderby, Leicester LE19 1SU

# Solicitors' Accounts Rules Manual

Providing you with the file programmes needed to provide the report required under the SRA Accounts Rules.

[www.mercia-group.com/SolicitorsManual](http://www.mercia-group.com/SolicitorsManual)