

Ongoing Competence in Legal Services: Glossary

ACCA: Association of Chartered Certified Accountants, they regulate their members for probate.

Accreditation: formal recognition that an individual or entity is deemed competent to perform specific tasks or recognised for having particular skills, knowledge and attributes.

Appraisal: a review of a lawyer's performance over a given period by their employer.

Barrister: a type of lawyer who gives specialist legal advice and can argue a case in higher and lower law courts.

BSB: Bar Standards Board, the regulator for barristers.

CILEx Reg: Chartered Institute of Legal Executives Regulation, the regulator for chartered legal executives and CILEx practitioners (lawyers who are authorised to practice in a specific area of law)

CLC: Council for Licensed Conveyancers, the regulator for licensed conveyancers.

CLSB: Costs Lawyer Standards Board, the regulator for lawyers who specialise in legal costs.

Competence: For this project, by competence we mean combining up-to-date legal knowledge and skills with good client care, to deliver advice in a way that is useful.

Competence framework: Standard document that sets out core skills, knowledge and attributes expected of all registered legal professionals.

Conveyancing: The legal transfer of property from one person to another.

CPD: Mandatory requirement for all legal professionals to complete high quality and relevant training or learning activity to ensure they are up to date with necessary skills and knowledge for their role.

CPS: Crown Prosecution Service, it prosecutes criminal cases in England and Wales.

The Faculty Office: the regulator for notaries.

GMC: The General Medical Council, it regulates doctors in the UK, maintaining a register of doctors, setting standards for practising and training, ensuring ongoing competence and addressing concerns about individual doctors.

ICAEW: Institute of Chartered Accountants for England and Wales, they regulate their members for probate.

IPReg: Intellectual Property Regulation Board, the regulator for patent attorneys and trade mark attorneys.

The Bar Council: The professional representative body for barristers in England and Wales.

The Law Society: The professional representative body for solicitors in England and Wales.

LSB: Legal Services Board, the oversight regulator for the regulators of the different legal professions.

LSCP: Legal Services Consumer Panel, an independent arm of the LSB made up of eight non-lawyers who represent the interests of the people and small organisations using legal services.

Observation: where an individual lawyer is observed doing their job so the observer can provide feedback on the lawyer's competence.

Notary: A type of lawyer, their main role is to confirm the authenticity of legal documents for use abroad.

Patent: The exclusive (intellectual property) right granted by government to an inventor to make, use or sell an invention.

Probate: The legal and financial process of dealing with the property, money and possessions of someone who has died.

Re-certification: To work as a lawyer, in a law firm or freelance, you must have a licence to practise (called a practising certificate). The practising certificate must be renewed every year. To renew you must pay a fee and a regulator may require you to do other things such as have personal indemnity insurance (in case you are successfully sued) and/or have undertaken some form of CPD. However, there are no competency checks or tests.

Remediation: If a legal professional is not meeting the expected standards of competence, remediation (or remedial action) offers an opportunity to improve performance, without penalty (such as facing disciplinary action).

Revalidation: Routine process where all lawyers must prove they remain competent to do their job by providing a portfolio of evidence they have the necessary skills and knowledge.

Spot check: Involves looking at a lawyer's work to assess whether it meets expected standards.

SRA: Solicitors Regulation Authority, the regulator for solicitors

Trade mark: A type of intellectual property consisting of a recognisable sign, design or words legally registered or established by use as representing a company or product

Womble Bond Dickinson: A law firm regulated by the SRA