

Admissions and Licensing Committee Report 2016



Chair's Foreword

This year has seen the committee continue to make determinations on work-based learning, qualifying employment, Fellowship, and related policy matters.

I would like to thank all members of the committee for their dedicated service and the valuable contributions they have made. In particular I would like to thank Karol Sanderson who retired from the committee this year following a number of years' service.

Finally, on behalf of the committee I would like to thank the CILEx Regulation team for their invaluable support.

John McCarthy
Chair



Find Us
CILEx Regulation
Manor Drive, Kempston, Bedford,
Bedfordshire
MK42 7AB

Get in Touch
t: +44 (0)1234 845770
DX: 124780 Kempston 2
e: info@cilexregulation.org.uk

Introduction

The Admissions and Licensing Committee has oversight responsibility for a range of individual authorisation functions as follows:

- authorisation as a Chartered Legal Executive;
- authorisation to practise advocacy in one or more areas of specialism;
- authorisation to practise reserved activity in one or more areas of specialism.

This report provides an analysis of the decision making of both the office and the committee across the areas of responsibility. The report is divided into four sections to reflect decision making which fell within the committee's remit:

- qualifying employment decisions and authorisation as a Chartered Legal Executive;
- authorisation for individual practice rights;
- authorisation for advocacy;
- analysis of decision-making based on age, gender and ethnicity.

The committee met eight times in 2016.



Find Us
CILEx Regulation
Manor Drive, Kempston, Bedford,
Bedfordshire
MK42 7AB

Get in Touch
t: +44 (0)1234 845770
DX: 124780 Kempston 2
e: info@cilexregulation.org.uk

Qualifying employment and authorisation as a Chartered Legal Executive

Qualification as a Chartered Legal Executive is made up of two parts: three years of qualifying employment, and assessment of competence through submission of a work-based learning portfolio.

In 2016:

- 721 applications for qualifying employment assessment were processed;
- 387 applications for authorisation as a Chartered Legal Executive were processed.

Decisions by application type

	Approved	Refused	Deferred	Total
Qualifying employment	683	26	12	721
Work-based learning	312	3	7	322
Transitional arrangements	48	14	3	65
Total	1,043	43	22	1,108

Committee decisions by application type

The office has delegated authority to approve applications. Where the office is unable to make a decision, this is referred to the committee.

	Approved	Refused	Deferred	Total
Qualifying employment	138	26	12	176
Work-based learning	4	3	7	14
Transitional arrangements	20	14	3	37
Total	162	43	22	227

- 162 of the 1,043 applications approved were determined by the committee (16%).
- 85% approval decisions made by the committee related to the assessment of work experience as qualifying employment (138 of 162 applications).



Find Us
 CILEx Regulation
 Manor Drive, Kempston, Bedford,
 Bedfordshire
 MK42 7AB

Get in Touch
 t: +44 (0)1234 845770
 DX: 124780 Kempston 2
 e: info@cilexregulation.org.uk

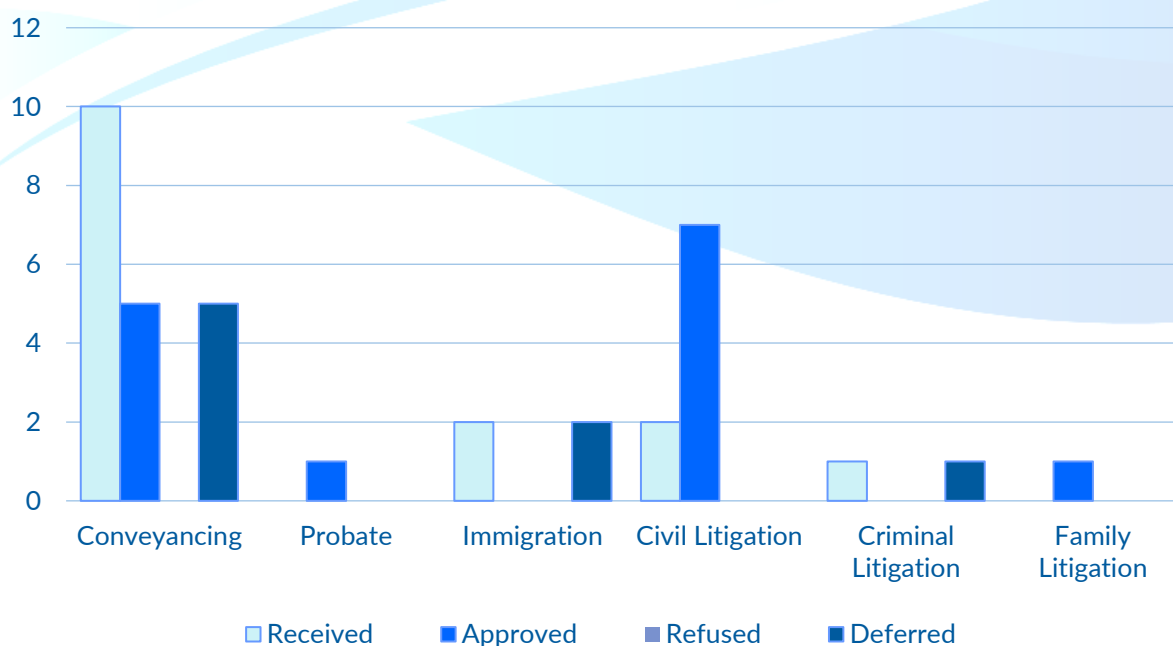
Authorisation to practise in one or more reserved activities

CILEx Regulation is able to authorise individuals to practise in one or more reserved activities, subject to applicants meeting the essential knowledge, skills, experience and competence requirements.

In 2016:

- 22 applications for authorisation in one or more reserved activities were determined;
- 15 new applications were received, with 8 applications deferred until 2017, awaiting further information from the applicant;
- the most popular areas of practice were conveyancing and civil litigation, with family litigation, criminal litigation and probate being less popular with applicants.

Outcomes of Practice Rights Applications by Area of Practice



No applications were referred to the committee for decision.



Find Us
CILEx Regulation
Manor Drive, Kempston, Bedford,
Bedfordshire
MK42 7AB

Get in Touch
t: +44 (0)1234 845770
DX: 124780 Kempston 2
e: info@cilexregulation.org.uk

Authorisation to practise advocacy

CILEx Regulation is able to authorise individuals to practise advocacy in one or more of the following areas of practice; civil proceedings, criminal proceedings or family proceedings, subject to applicants meeting the essential knowledge, skills, experience and competence requirements. There are two parts to the application process:

- initial assessment of knowledge, skills and experience which provides the applicant with a certificate of eligibility;
- attendance at a six-day training course, at the end of which, the applicant is assessed for full competency in advocacy for the relevant proceedings.

In 2016, the following applications for authorisation as an advocate in one or more of the proceedings were processed:

	Civil	Criminal	Family	Total
Applications received	1	1	4	6
Certificates of Eligibility granted	2	3	6	11
Advocacy courses run	0	0	7	7
Advocates admitted	2	5	11	18

No applications were referred to the committee for decision.

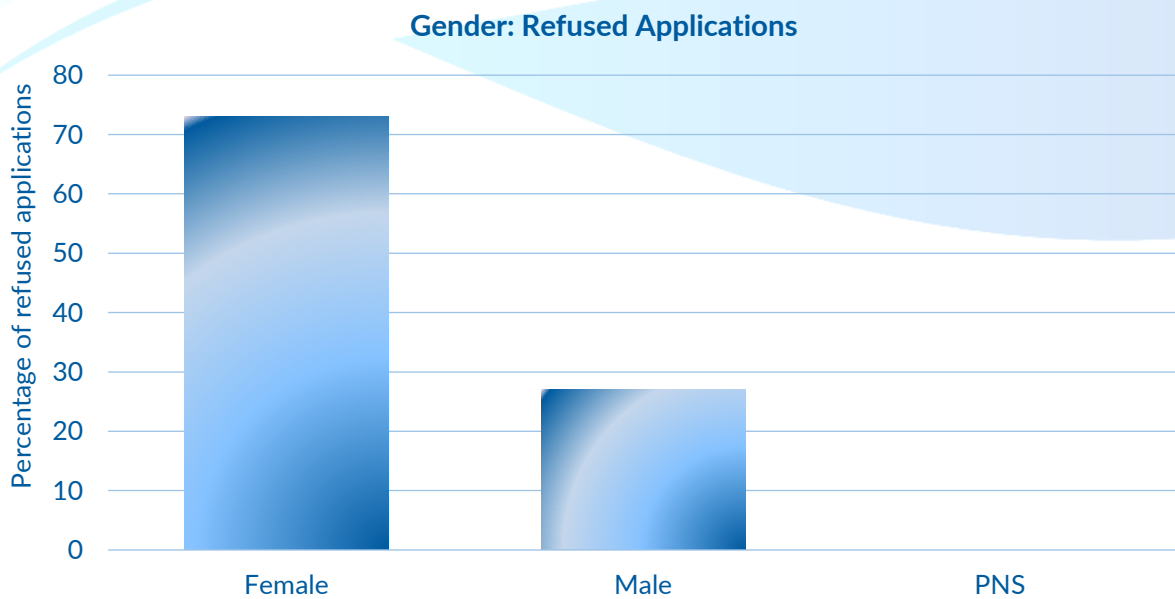
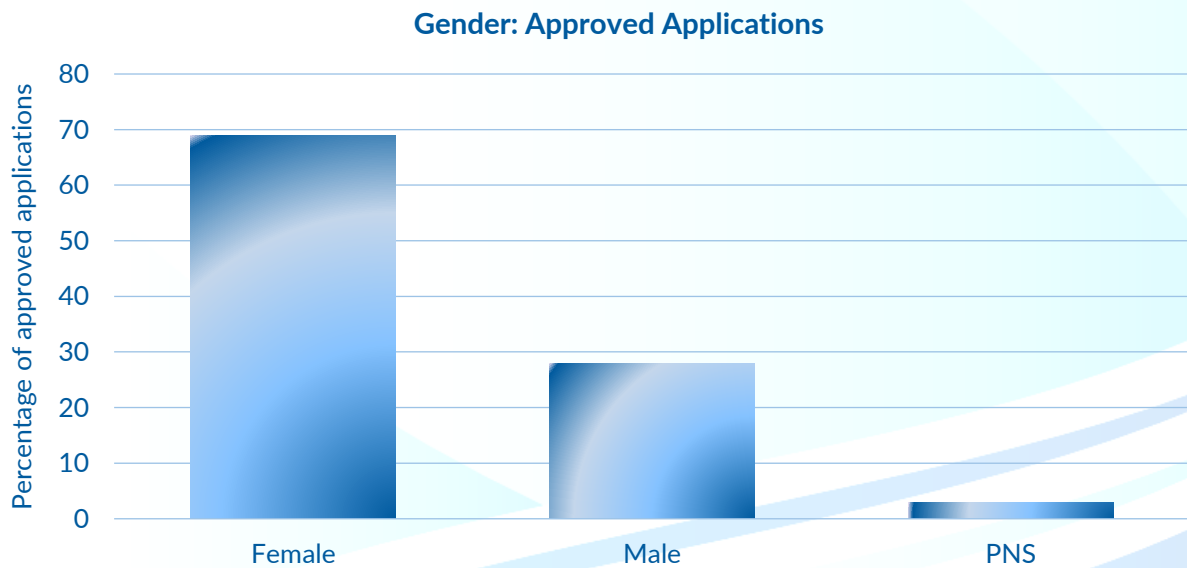
Analysis of equality and diversity data

We have reviewed the diversity data for individual authorisation applications processed in 2016, in relation to gender, age and ethnicity, to consider the overall impact of decision making on a number of groups with protected characteristics*.

* In all tables and charts, where the column is blank this indicates a nil return from the data.



The total number of approved applications was 1,043 and the number of refused applications was 43.



The data indicates that approvals and refusals by gender are in similar proportions as for the CILEx membership as a whole.

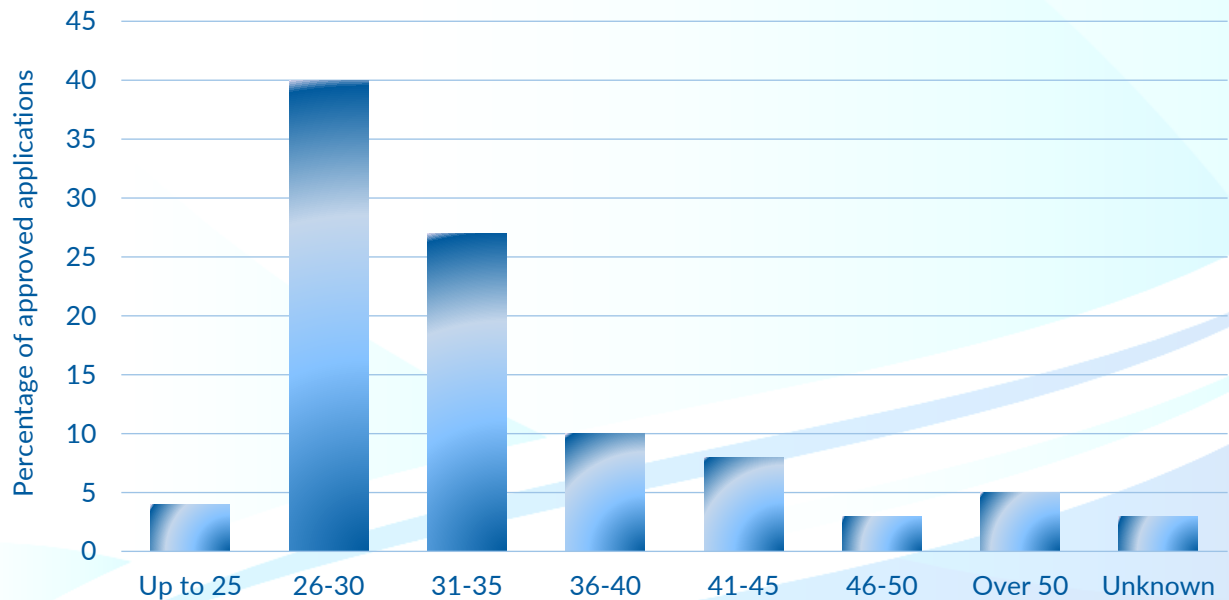


Find Us
CILEx Regulation
Manor Drive, Kempston, Bedford,
Bedfordshire
MK42 7AB

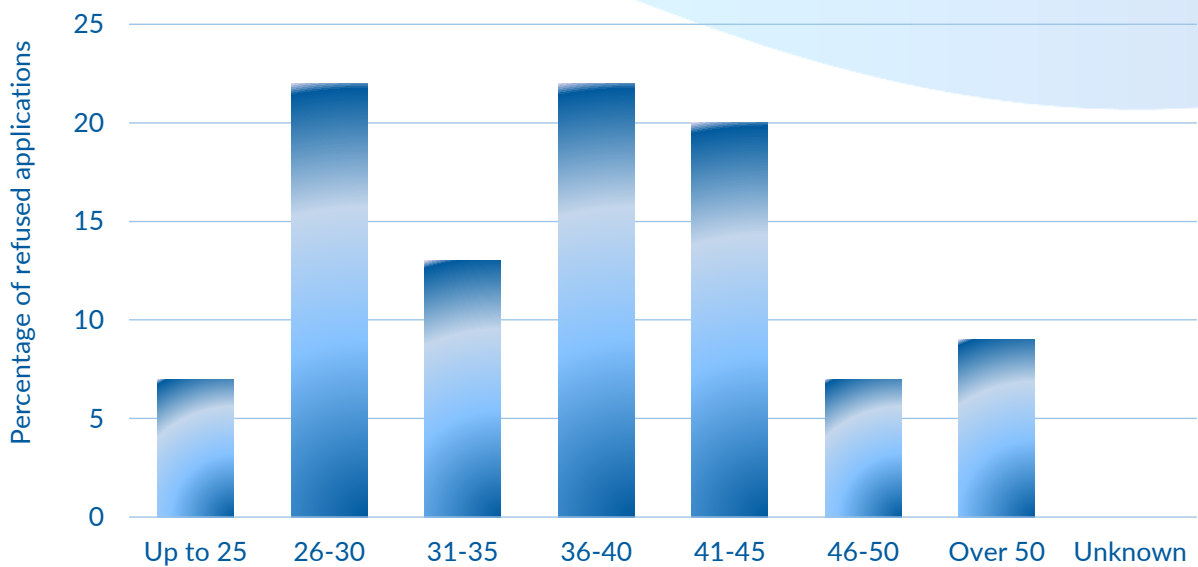
Get in Touch
t: +44 (0)1234 845770
DX: 124780 Kempston 2
e: info@cilexregulation.org.uk

The total number of approved applications was 1,043 and the number of refused applications was 43.

Age: Approved Applications



Age: Refused Applications



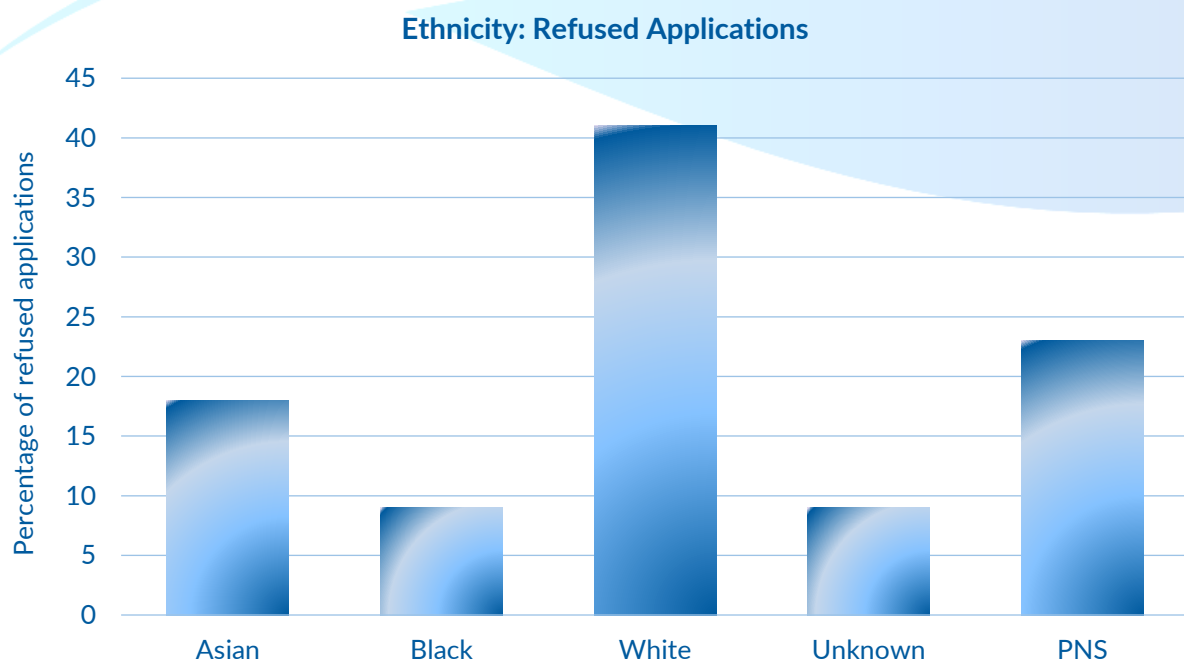
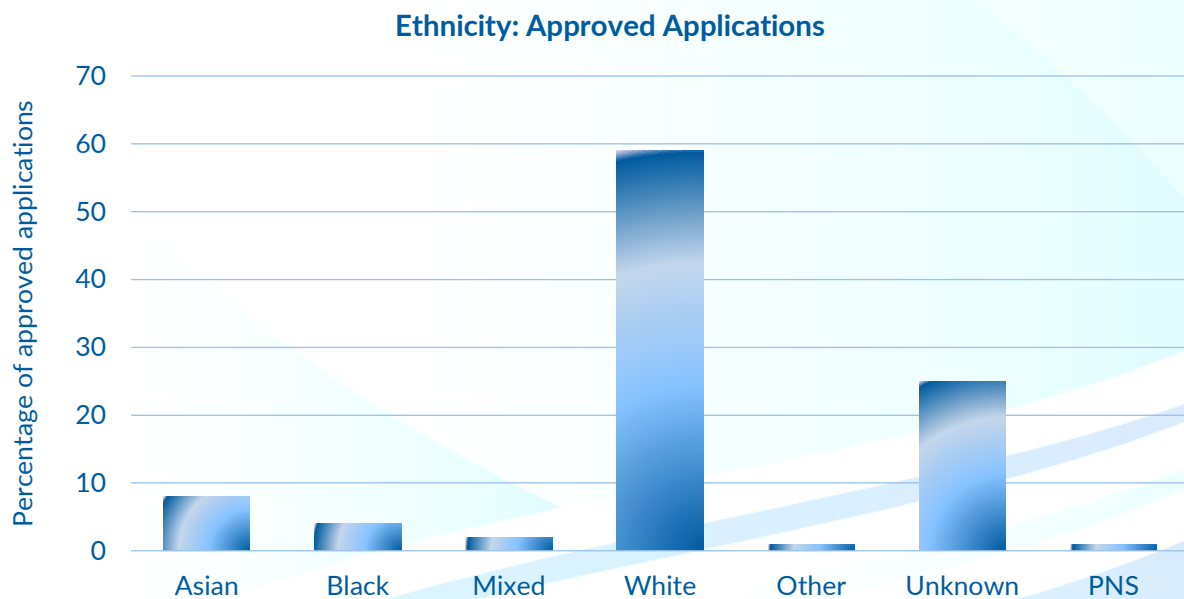
- The majority of applications are received from those aged 26-35.
- These age groups are most likely to be approved.
- Refused applications are spread across a wider age range, from 26-50+.



Find Us
 CILEx Regulation
 Manor Drive, Kempston, Bedford,
 Bedfordshire
 MK42 7AB

Get in Touch
 t: +44 (0)1234 845770
 DX: 124780 Kempston 2
 e: info@cilexregulation.org.uk

The total number of approved applications was 1,043 and the number of refused applications was 43.



- The majority of applications were from white applicants.
- A greater proportion of Black and Asian applicants were refused than white applicants.



Find Us
CILEx Regulation
Manor Drive, Kempston, Bedford,
Bedfordshire
MK42 7AB

Get in Touch
t: +44 (0)1234 845770
DX: 124780 Kempston 2
e: info@cilexregulation.org.uk

Conclusions in relation to equality and diversity data

- There is some weak evidence that more applicants from a Black and Asian background are refused than white applicants. However, the number of refusals is less than 4% of the total applicants in 2016 and therefore this should be viewed with some caution.
- CILEx Regulation will monitor this during 2017.



Find Us
CILEx Regulation
Manor Drive, Kempston, Bedford,
Bedfordshire
MK42 7AB

Get in Touch
t: +44 (0)1234 845770
DX: 124780 Kempston 2
e: info@cilexregulation.org.uk