



JUDICIAL
COLLEGE



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PROSPECTUS

APRIL 2020 – MARCH 2021

**JUDICIAL
COLLEGE**

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Introduction

Introductory note

The Judicial College prospectus was published on 1 October 2019. It covers the training year 1 April 2020 to 31 March 2021.

The version available to Judges is an online version with hyperlinks. It is accessed via the secure Learning Management System of the Judicial College, to which only Judges and College staff have access. Judges are able to make bookings directly from that online version. This version which you are now looking at is intended to be a public version of that document, presented as a PDF document. The online version contains more detail than this public version: it contains precise dates and locations for the seminars, details of those who will present the seminars and contact information for staff and Judges working within the College. For security reasons those details have been removed from this public version.

Welcome to the 2020 - 2021 Prospectus

It is a pleasure to welcome you to this expanded prospectus, which draws into one document the options available for several more types of office-holder than in the past. It is a result of analysis, reflection, and determination on the part of the Directors of Training, to whom I am, and I hope you soon will be, grateful.

In time, we hope to house all face-to-face training in a single prospectus, so you can now enjoy that direction of travel's significant "next step" in this document.

Do let the Directors know your impressions. We are here to serve your interests and information is what we need.

Anne Rafferty
The Right Honourable Lady Justice Rafferty DBE
Chairman of the Judicial College

Coroners 2020-2021

Foreword

Dear Coroner

Coroners' Continuation Training

The Coroners' Training Programme for 2020/2021 has recently been advertised on the Judicial College Learning Management System (LMS). The Judicial College has already notified you about this. As you know reservations for all courses for Judges, Tribunal Members, Coroners and Coroner's Officers are now made entirely through LMS, as are evaluation responses.

You will be aware that my responsibilities for training Senior Coroners, Area Coroners and Assistant Coroners are exercised under the auspices of the Judicial College and I very much look forward to fulfilling this role and to participating in as many of the training courses as possible.

Following on from the great success of the 2019/2020 Coroners' Continuation Training I am very pleased to be able to confirm the arrangements for the provision through the Judicial College of next year's continuation training for all Coroners.

The theme for the next set of continuation training is 'The Inquest'. The course will continue the work from the 2019/2020 course of providing an overview of an inquest. It will explore a number of issues that can arise in the course of an inquest. It will touch on issues around conclusions and how we deal with prevention of future death reports. The course has been designed, as with the 2019/2020 course to address a number of the training points flagged in the reports of Bishop James Jones and Dame Elish Angiolini. The course will also cover dealing with a mass fatality event. This is a topic we covered extensively in 2018-2019 but it is vital that we all keep up to date.

Can I take this opportunity to remind you that attendance at continuation training is compulsory for all Coroners as outlined in the Chief Coroner's Attendance Policy dated 13 July 2015, which you can refer to and view on the LMS. Senior Coroners should make sure that all of their Assistant Coroners book on to a course and attend. Assistant Coroners in private practice are reminded that they will not be excused lightly, particularly at the last minute. Late cancellations are disruptive and expensive. Early notice of the dates of the courses was given in the most recent Chief Coroner's Newsletter to assist with planning.

The cost of the course will be met by the Judicial College. Local authority employers will have to meet the costs for Coroners' travelling/subsistence, any additional accommodation and provide sufficient cover for their absence.

I hope you enjoy the new training programme.

Yours sincerely,
HH Judge Mark Lucraft QC
Chief Coroner

Attendance Policy

Coroner's Continuation Training Attendance Policy

1. All coroners (senior coroners, area coroners, assistant coroners) must attend Judicial College continuation training courses whatever role they may fulfil in their coroner area, even though they may sit infrequently. These courses are compulsory. They are an important part of the development of the Chief Coroner's reforms of the coroner service. They give coroners the opportunity to learn and refresh their experience. The courses are devised and delivered by the Chief Coroner with course directors, all coroners, who were chosen by the Judicial College in an open competition. The courses are administered by the College.
2. The training year runs from the beginning of April to the end of the following March. It is therefore possible for a coroner to be invited to more than one course during the same calendar year. Coroners may be notified of a course more than one calendar year in advance. It is a coroner's responsibility to keep a note of the dates on which he or she is due to attend.
3. If a coroner cannot attend a course because of other reasonable commitments, another course within the same year's training will be offered by the Judicial College. This means that the coroner who wishes to change course must notify the College well in advance. Late changes are usually not acceptable.
4. Reasons for non-attendance, such as 'I shall probably be retiring in the near future', are not acceptable. The Chief Coroner may be sympathetic to those about to retire, but there must be a clear commitment to retire and a fixed date, otherwise the coroner will be required to attend.
5. A 'no-show' by a coroner, without notification, before or on the day, is not acceptable. Each place at a course costs money, in terms of accommodation and meals. A 'no-show' is also disruptive to the arrangement of syndicates and table placement. Often the place could have been filled by somebody else.
6. The Chief Coroner will inquire with the Judicial College about 'no shows' at every course. Coroners will be asked to explain their non-attendance and senior coroners will be made aware of the non-attendance of their area and assistant coroners. If a coroner is a repeat 'no show' the matter may become disciplinary. Assistant coroners who fail to attend and who do little work for their coroner area may be asked by the Chief Coroner to step down as coroners.

13 July 2015

General Information

Dress

Casual dress is acceptable throughout the course.

Name Badges

You will be given a name badge when you register. Please wear it throughout the course.

Lectures

All lectures will take place in the Main Room or the allocated syndicate rooms.

Meals

Refreshments on arrival, morning coffee, lunch, afternoon tea and an evening meal will be served at the times shown in the timetable part of the programme. Accommodation will be provided on the evening of day one with breakfast and lunch on day 2.

Mobile phones

Please ensure that your mobile phone is switched off during the presentations and during group sessions

Attendance and cancellations

Should you need to cancel your attendance at the event you will need to contact the Loughborough Judicial College team with reasons for the cancellation.

Late cancellations will only be granted in very exceptional circumstances, especially since the College incurs cancellation charges for unused accommodation.

Cancellation within a week of the seminar incurs a 100% cancellation charge, which usually amounts to about £200 for a residential seminar and is therefore a real waste of precious resources. The College reserves the right to recharge these wasted costs in appropriate circumstances.

Coroners Continuation training is compulsory for all coroners and assistant coroners. If none of the dates are suitable for you to attend and you wish to be excused from the training then please contact the Chief Coroner for dispensation.

Fees and expenses

In line with the position when coroners' training came under the auspices of the MoJ, the Judicial College is not funded to pay travel and subsistence or car parking fees to delegates, although refreshments are provided at the training event itself.

Accommodation will be provided at the venue for the evening of the first day of training; any additional accommodation must be arranged and paid for by the individual or employer.

Confidentiality Rules

1. These rules apply to:
 - a. Any training event conducted by or on behalf of the Judicial College ('the College'); and
 - b. Any training materials produced by or for the use of the College.
2. In these rules:
 - Participant means anyone who participates in a training event except a presenter;
 - Presenter means anyone who makes a presentation included at the event;
 - Judicial office holder means any judicial office holder whom the Lord Chief Justice, the Senior President of Tribunals or the Chief Coroner is responsible for training (this includes, for these purposes, coroner's officers, for whom the College has a training responsibility).
 - Author means anyone who produces training materials for the use of the College; and
 - Training materials means any training materials produced for the use of the College.
3. Anything said by a participant or presenter may not be disclosed outside the training event except where rule 4 applies.
4. This rule applies to anything said by a participant or presenter which:
 - is disclosed with the express consent of the participant or presenter: or
 - any participant or presenter is under a professional duty to disclose.
5. The identity or affiliation of a participant may not be disclosed but that of a presenter may be disclosed.
6. A judicial office holder may not disclose any training materials to a person who is not a judicial office holder without the express consent of the author and the College.
7. The following copyright notice and principles apply to all Judicial College materials regardless of whether on-line, electronic, hard copy or provided at a course:

“The materials used by the Judicial College, are subject to copyright. The Judicial College has the benefit of the copyright in materials and in some cases the copyright may be owned by third parties. Therefore, materials should not be disseminated without the prior consent of the Judicial College as any unauthorised use or dissemination may constitute an infringement of copyright. Recipients of materials are reminded that the content of the materials is confidential and therefore any dissemination may also be in breach of the recipient's duty of confidentiality to the Judicial College. **This material is not being made available under Re-use of Public Sector Information Regulations 2015**”

Updated May 2017

Courts 2020-2021

Welcome from HHJ Andrew Hatton

Dear Judges

Welcome to the prospectus for the training year from 1 April 2020 to 31 March 2021. It follows a broadly similar pattern to last year's edition but there are some changes about which you should know.

This section which you are now viewing, for courts' judges, has become part of a plan to have an all-inclusive prospectus for all judicial office holders across all jurisdictions. This year is a step along the way to that goal and it includes - in separate sections - training seminars available to coroners, judges from one tribunal (the First Tier Property Chamber), magistrates' legal advisers and magistrates with leadership responsibilities. The plan is to include all Tribunals and to have all College seminars listed in one prospectus within a year or two.

For courts judiciary there are some new seminars included this year and some where there has been a change of emphasis.

As last year, we have taken the opportunity to place induction seminars into the prospectus, or at least those about which we know and for which we have arrangements in place; additional competitions will give rise to additional induction seminars which will be added to this prospectus as the details become known. It helps everyone to have all seminars for courts' judges under one roof. Amongst those induction seminars are the Faculty Induction Seminars which have just begun to train newly-appointed judges within twelve months of their jurisdictional induction seminars.

The Judicial College continues to strive, as best it can, to produce good quality training for all Judges and seeks to produce it in comfortable surroundings conducive to learning. I hope that we have achieved that in this current training year. Please do not hesitate to contact me if there are issues you want to discuss. I invite feedback, whether positive or negative. Please do complete the evaluation questionnaires which you are sent at the conclusion of any seminar you may attend. I know it is a nuisance when you have got other, much more important things to think about, but every piece of evaluation we receive is analysed and considered by the relevant Course Directors and all of it by me. It really does impact on the future direction of our training seminars; we do consider it all with care.

My thanks go to those at the Judicial College who have helped to pull together all of the threads to make this prospectus happen.

I wish to extend heartfelt thanks to those without whom I could not do my job and without whom this College could not operate - the Course Directors, Training Leads and the tutor judges. They do receive protected time for some of their College work, of course, but so much of what they do in preparation is done in their own time - many hours of it. Thank you.

Best wishes,
Andrew Hatton
Director of Training for Courts

Training requirements and how to select and book a seminar

1. Training requirements:

New training requirements were introduced at this point last year and they remain unchanged for this year.

All courts judges, whether salaried or fee-paid, are required to attend a two-day continuation seminar in each prospectus year. That includes retired Circuit and District Judges who continue to sit in retirement.

There are some modest exceptions to that rule, as follows:

- (1) Within the prospectus are some one-day continuation seminars (this year for the Court of Protection, for QBD/Administrative Law and a new family appeals seminar for Circuit Judges) which can be attended by a judge who sits in an appropriate jurisdiction. If s/he wishes to attend a two-day seminar in addition then s/he may do so, but it is not obligatory to do so.
- (2) Those criminal Recorders who are to be inducted at the seminar in November 2019 are obliged to attend the Recorder One Year On seminar in December 2020. That seminar is a one-day seminar. If you are one of those new Recorders and you do not sit in any other capacity then you will not attend another seminar from this prospectus, just the One Year On seminar. If you are one of those Recorders and you also sit in another capacity then the One Year On will be an extra seminar for you and you will be able to choose in the usual way in respect of your other sitting role/s.
- (3) Those judges (whether salaried or fee-paid) who hold five or more tickets or authorisations, as defined below, may use the full provisions of paragraph (1) above, if appropriate (i.e. a one-day plus a two-day seminar), OR attend two two-day seminars if they wish to do so.

All judges are reminded not to exceed these requirements except when they are specifically asked to do so, e.g. when a further ticket or authorisation is granted and they are therefore asked to attend an induction seminar or a continuation seminar as an introduction to the work of that ticket or authorisation.

To book a seminar just click on the date of the seminar you want to book and complete the short booking form. If your preferred seminar or date is no longer available please select an alternative and follow the same process.

2. Last date for booking and consequences of not booking:

Obviously, the earlier you book the greater is the likelihood of you being able to book your first choice of seminar or date, particularly for those seminars such as Business of Judging and Judge as Communicator which only accommodate small numbers of delegates.

The last date for booking continuation seminars from this prospectus is Friday 22 November 2019. If you have neither booked by then nor sent to the College a satisfactory explanation for not booking, the College will send you one reminder giving you a further short time to make a booking. The College is obliged to report to Presiding Judges any failure to book after that short reminder period has expired.

Bookings for a second two-day seminar under the provisions of para 1(3) above (Judges with five or more tickets) will NOT be permitted after that Friday 22 November 2019 deadline.

That booking window is more generous than it has been in the past but it needs to remain a tight deadline because the College must submit its budget proposals to the Ministry of Justice by the end of the calendar year. Booking numbers and the knowledge of which seminars are fully-booked and which of them may be undersubscribed is important information for that budget submission. Please help the College maintain its budget as best it is able by booking your seminar in good time.

3. E-Judiciary email addresses:

All judges to whom this prospectus applies have an e-judiciary email address. It is e-judiciary email addresses ONLY which the College will use to contact judges in relation to training; we do not have the resources or the time to track down private email addresses. It is therefore extremely important that judges regularly check their e-judiciary email address inbox to ensure that communications from the College (and, indeed, other potentially important communications from the senior judiciary) are not missed.

4. Tickets/authorisations:

For the purposes of this document, the tickets/authorisations, are as follows:

- General civil
- General criminal
- Serious sexual offences
- Murder
- Private family law
- Public family law
- Specialist civil (mercantile and/or TCC and/or chancery)
- Court of Protection
- Administrative Court
- DJ(MC) Youth
- DJ(MC) prison adjudication
- DJ(MC) extradition

5. District Judge (Magistrates' Court) and Deputies:

There are four continuation seminars for DJ(MC) or DDJ(MC) within this prospectus and each DJ(MC) and DDJ(MC) is required to attend one of those two-day seminars.

It is possible that there will be further training requirements arranged by the Chief Magistrate, but those will be arranged directly between the Chief Magistrate and DJ(MC) and DDJ(MC).

If there are any questions relating to DJ(MC) training requirements then either the Director of Training for Courts or the Office of the Chief Magistrate will be able to answer them.

6. Induction Seminars:

This prospectus contains some induction seminars. Attendance at those induction events is **by invitation only**, of course, but it simplifies the process for all concerned if the booking arrangements are all to be found in one place. That part of the prospectus will be the subject of regular updates and amendment throughout the year as new competitions are announced and processed and the training arrangements are planned and finalised. At present, it contains only those induction seminars of which we are certain.

7. Senior Judiciary:

The College welcomes attendance at any of the seminars in the prospectus by Supreme Court Justices, Judges of the Court of Appeal and High Court Judges. Attendance by High Court Judges should accord with the protocol governing their training, details of which are available from Heads of Division.

8. Planning your education programme:

The prospectus enables judges to plan their own personal education programme by choosing from the range of seminars it contains.

Judges must, of course, ensure that their education programme includes regular training in the work they do or which they are authorised to do.

In particular, **any judge authorised to try murder, serious sexual offences, to hear public law family cases or with a specialist civil authorisation must attend the appropriate seminar for that authorisation at least once every three years.**

If a judge fails without good reason to comply with the three-year requirement, the College has an obligation to refer the matter to the senior judiciary.

The 'cycle' or the extent of updating for continuation seminars is described under the relevant entry. This indicates whether and when the seminar has been delivered before and whether it is likely to be repeated. The aim is to help you plan your education programme over a period and prevent you attending the same, or substantially the same, seminar twice.

9. Training methods at seminars:

According to the College's governing principles the most effective face-to-face training is that which involves active participation by judges in a supportive environment and which gives the judges the chance to practise and develop their judicial skills. Most seminars are therefore highly participative, with a real emphasis on individual and small group work rather than set-piece lectures and presentations. The small groups are facilitated by experienced, trained course tutors.

Pre-seminar materials will be available on the College's Learning Management System (LMS) three weeks before the first day of the seminar. Preparation time for a continuation seminar should not exceed four hours for a reasonably experienced judge, including the viewing of any relevant online materials. Preparation time can

be considerably longer for induction seminars but details will be provided to delegates for such seminars.

The College fully understands that for both salaried and fee-paid judges the day job limits the time available to prepare for a seminar. With that in mind, and where appropriate, seminars will now include a number of unseen practical exercises (i.e. unseen by participants before the start of the seminar) to help limit the pre-seminar preparation and with a view to providing a better reflection of life in court.

Judges are strongly encouraged to bring a laptop or tablet computer to seminars in order to reduce the amount of printing and to facilitate access to appropriate online resources during the seminar.

10. Start and finish times

No continuation seminar will start earlier than 10.00am on the first day or end later than 4.00pm on the final day.

11. Consulting your court manager, listing officer, firm or clerk:

Salaried judges should consult their court manager or listing officer before booking in order to minimise the effect on court business. Fee-paid judges should inform their firm or clerk that they have booked a seminar in order to prevent double-booking.

12. Changing to another seminar

Attendance at the seminar you book takes precedence over all other commitments unless there are very exceptional circumstances. If for any reason you wish to change your booking please contact the College by email at courts_prospectus@judiciary.uk. The course organiser will either change your booking or refer the request to the Director of Training for Courts for resolution or for onward transmission to your Presiding or Liaison Judge, as appropriate.

13. Late requests for excusal from attending a seminar

Requests for excusal should be made to your Presiding or Liaison Judge, as appropriate, with the College **also** being notified of the request. By agreement with the College Presiding/Liaison Judges will grant such a request only in very exceptional circumstances, especially since the College incurs cancellation charges for unused accommodation. Cancellation within a few weeks of the seminar incurs 100% cancellation charges and is therefore a real waste of precious resources. The College reserves the right to charge the absent judge for these wasted costs in appropriate circumstances.

14. Retirement from sitting

If you have planned your retirement from sitting, be that in a salaried or fee-paid capacity, or if you anticipate that you may well retire during the period covered by this prospectus, your attendance at a training seminar could represent an extravagant use of limited resources and a potential waste of your time.

In those circumstances you are invited to contact directly the Director of Training on the details at the foot of this section of the prospectus. If necessary he will liaise with your Presiding or Liaison Judge, as appropriate, to resolve the situation in the best way possible.

15. Evaluating a seminar

You will be asked to evaluate the seminar you attend online using the LMS. It is straightforward.

It has been agreed at the level of the Board of the Judicial College that it is deemed to be a professional obligation for judges to complete evaluation questionnaires when asked to do so.

Your opinions really do matter to the College and to the judges who help deliver the training (who often work extremely hard in their own time in order to produce the seminars) and all evaluations are reviewed with care and, where possible, acted upon. Please help us to ensure that the training we provide really reflects your training needs and requirements.

16. Accommodation

The College will not normally cover the costs of overnight accommodation and evening meals the night before a seminar starts, except where a judge would have to leave home **before** 7:00am in order to arrive in time for the start of the seminar. You will be asked during the booking process whether you satisfy that 7:00am requirement and whether you need pre-seminar overnight accommodation.

The College reserves the right to charge for the cost of pre-seminar accommodation which is booked but not used. Sadly, judges booking but then failing to attend for pre-seminar accommodation (and not even having the courtesy to notify the College of the intended non-attendance) is becoming increasingly common. It is a terrible waste of money and staff time and we will charge for it.

It is expected that judges will travel to and from two-day non-residential seminars (of which there only a few) on a daily basis, so that no overnight expenses will be payable in that instance.

17. Fees and expenses

Fee-paid judges will receive a full day's fee for each day of attendance at a seminar chosen from the continuation seminar section of this prospectus. The daily fee will be that applicable to the judicial capacity in which they are attending the seminar.

In addition, all judges are entitled to travel and subsistence expenses at the prevailing rates for attending a seminar. In 2010 the then Lord Chief Justice, Lord Judge, gave the following guidance about this:

“The current financial crisis has led each member of the Judicial Executive Board to apply the following self-denying ordinance. When we travel by train we shall normally claim the refunding of our expenses on the basis of the cheapest available standard fare. I hope you will do likewise.”

That advice still stands.

18. Other items:

This prospectus also sets out additional seminars and training opportunities, which are part of the provision of training of the Judicial College Faculty, and which are available by invitation on appointment to a role requiring the training there provided (Leadership & Management, Appraisal, training for tutors and course directors etc).

19. Customer service

If you need any help in booking please email the College customer service inbox at courts_prospectus@judiciary.uk and a member of the team will assist you.

HHJ Andrew Hatton
hhj.andrew.hatton@ejudiciary.net

The Seminars

Civil law

[Administrative Law/QB Seminar](#)

[Civil Law](#)

[Specialist Civil Jurisdictions](#)

Queen's Bench Seminar – Administrative Law and beyond

Aim:

To provide an annual forum for all judges who sit in the Queen's Bench Division. The seminar will cover work in the Administrative Court and general civil cases, affording participants an opportunity to share and develop their knowledge of the work of the QB jurisdictions, covering the law and procedure, skills and methods for dealing with common problems.

Who is it for?

High Court Judges, Deputy High Court Judges and Circuit Judges who sit in the Administrative Court or elsewhere in the QBD.

Content:

An update on the work of the Division and an opportunity to apply law and practice to case studies supplied in advance and to discuss these in syndicate groups.

This is a one-day seminar. Any Judge attending it may select an additional seminar from the prospectus if he or she so wishes.

Date

June 2020

Cycle

This is the first time that this seminar has run in this format of combining Administrative law and general QBD civil work.

Civil Law Seminar

Aim

To provide judges who sit in the civil jurisdiction with an opportunity to develop their knowledge and skill in those areas of law, procedure and social context which they consider most important for their personal development.

Who is it for?

All salaried and fee-paid judges sitting in the civil jurisdiction

Content

Please read this carefully. The content and structure of the Civil law seminar for 2020/2021 is fundamentally the same as for 2019/20.

1. There are 16 modules available from which to choose. All modules have been updated.
2. The length of each module is 2 ½ hours (except for Judgments) to allow for a 1-hour plenary session on each full day, which will be for all delegates. The plenary sessions will be delivered by a variety of speakers, some dealing with recent issues of civil law or practice, and some with more general issues of relevance.
3. The length of the Judgments module is 5 hours and counts as 2 modules. If you choose this module you will have 2 further modules to choose.

The structure of the seminar allows you to create the programme that best meets your requirements by choosing 4 modules (or 3 modules if one of your choices is Judgments). Below you will find a link to a chart setting out which modules are available on which dates. Not all modules are offered at every seminar. From the chart there is a further link to a description of each module. Please read these descriptions carefully. Some modules will suit your personal needs and some will not. You will be asked to choose your modules when you book.

Dates

October 2020

November 2020

January 202

Cycles

Please see descriptions of each of individual modules

Specialist Civil Jurisdictions seminar

Aim

The aim of this seminar is to provide judges with the opportunity to review and develop their knowledge and practical skills in managing and trying cases when sitting in the specialist civil jurisdictions. It is also to provide an insight into work which arises in those jurisdictions for judges who do not sit there but would benefit from the particular subjects covered in the seminar.

Who is it for?

High Court Judges, Circuit and District Judges, Masters, Registrars and fee-paid judges (Deputy High Court Judges, Recorders, Deputy District Judges, Masters and Registrars) who manage or try cases in the Chancery Division, Commercial or Circuit Commercial Courts or Technology and Construction Courts; in other words the spectrum of work in the Business and Property Courts. It is also for full-time or fee-paid civil judges who are interested in the topics covered in the seminar even if not sitting or authorised in those specialist jurisdictions.

Summary

This intellectually stimulating seminar provides a forum for judges who sit or are interested in the specialist jurisdictions. In addition to hearing presentations by experts in their field, you will have the opportunity to discuss issues, exchange views and share experiences with judicial colleagues in small group and plenary sessions.

The course will contain one mandatory and four elective modules dealing with both procedural and substantive aspects of specialist work. In addition, there will be two keynote lectures from leading academics and presentations on current matters of interest.

The mandatory module is:

Advanced Case and Trial Management

This module focuses on three recent important innovations in the Business & Property Courts: the Disclosure Pilot, the Capped Costs List Pilot, and the Shorter and Flexible Trials Schemes. Each is examined through a hypothetical case where delegates are asked to discuss issues arising at the case management conference, the pre-trial review and day 1 of the trial. The only pre-reading required is the problem itself and a familiarisation with the general content of each of the pilots.

Advanced Insolvency

This module will include a 30 minutes talk on recent developments in insolvency law, followed by syndicate discussion of two new case scenarios covering: (1) property problems in insolvency- rival claims and equitable adjustments; and (2) liquidated sums – McGuinness and Truex unpacked.”

Professional Negligence

This module will comprise discussion of some short scenarios in syndicate groups. The focus will be on questions of causation and loss which arise in claims against

solicitors and valuers. In particular, the groups will consider loss of a chance as well as the relationship between the duty of care and the extent of liability for breach.

Property Law

This module will consider the law (and the practicalities) of enforcing covenants in commercial leases with particular focus on the Landlord and Tenant (Covenants) Act 1995 (including its interpretation in decisions of the courts). The course will be delivered in two parts: a short lecture (of no more than 30 minutes) on the purpose and effect of the 1995 Act, followed by a syndicate (of no more than 60 minutes) in which delegates will discuss previously circulated scenarios and consider how they would deal with the problems arising.

Rectification

Following on from previous years' modules on common mistake rectification and related issues of construction, this module will focus on the rectification of documents with more than one party on the grounds of unilateral mistake and the rectification of unilateral documents such as trust deeds. There will be a mini-lecture for about 30 minutes by HHJ Hodge QC followed by discussion in syndicates of two problems. This is a self-contained module and delegates need not have attended any previous rectification module.

Business and Property Injunctions

This module will consider issues arising on pre-trial applications for injunctions, both on notice and without notice, in a domestic (i.e. non-international) context. Matters of general relevance to such applications will be dealt with. There will also be some consideration of issues arising in connection with contractual restraints and the protection of property rights. The module will be conducted by discussion of problems in tutor groups.

Directors' Duties

This module will provide an overview of the present law of directors' duties, including the duties arising where a company is insolvent, or of doubtful solvency, and the duties of directors of charitable companies. Consideration will also be given to how those duties might be raised in the disqualification context. There will be an introductory talk lasting about 20 minutes, followed by discussion in tutor groups of the published case studies and problems.

Chancery for the Specialist Judge

Issues relating to contested probate, inheritance and trusts will be considered in a litigation context.

Date

November 2020

Cycle

This is an annual seminar. Judges authorised to manage or try these cases are expected to attend once in a three year period.

Civil and Family Combined

[Civil and family law combined seminar](#)

Civil and family law combined seminar

Aim

This seminar is a synthesis of seminars which are provided in the existing civil law and family law programmes. It provides an alternative for those who seek more general training in both civil and family law.

Who is it for?

A substantial part of the seminar is modular and is open to all levels of the judiciary whose sittings straddle the civil and family jurisdictions. It may be suitable for District Judges and Deputy District Judges in particular.

Summary

First day:

The first day of this two-day seminar will be devoted to civil law and participants are asked to choose two civil modules from the list below. The length of each module is 2 ½ hours. In addition, there will be a plenary session lasting 45-60 minutes, which will be for all delegates. The plenary sessions will be delivered by a variety of speakers, some dealing with recent issues of civil law or practice, and some with more general issues of relevance.

Please note that your choice of modules is fundamental to the advance planning of the seminar. It may not be possible to accommodate requests to change modules later.

Civil law modules for first day:

- Capacity Issues for Civil Judges
- Case and Costs Management Revisited
- Consumer Disputes
- Essential Costs and More
- Essential Housing
- Delivering Justice

For fuller details of these modules please refer to the Civil Law modules section of the prospectus

Second day:

The second day will be devoted to family law with a mixture of presentations and syndicate work with practical examples to discuss and analyse. The course aims to help with practical solutions to common applications in private law, Family Law Act and those urgent decisions and how best to tackle them. It is designed to give you food for thought and room for digestion.

The emphasis will be as follows:

- September seminar – Children
- November seminar – Family Money

- December seminar – Children
- February seminar – Family Money

Dates

September 2020

November 2020

December 2020

February 2021

Court of Protection

[Court of Protection seminar](#)

Court of Protection seminar

Aim

The aim of this course is to enable those judges who are authorised to hear Court of Protection (COP) cases to refresh their understanding of the relevant law, practice and procedure and of the judicial skills which are required to discharge this jurisdiction.

Who is it for?

Judges nominated to hear COP cases (except those whose nomination is limited to the Re X streamlined procedure.)

Content

Updating COP judges on personal welfare, deprivation of liberty and property and affairs law and procedure, and topical issues about the Court which have arisen over the previous 12 months.

The course will include the opportunity to share experiences with other participants in syndicates and in plenary sessions.

This is a one-day seminar. Any judge attending it may select an additional seminar from the prospectus if he or she so wishes.

Date

April 2020

May 2020

Cycle

The content is updated each year

Criminal Law

[Case and Trial Management](#)

[Crime: Some Technical & Technological Issues](#)

[Delivering Judgments and Admissibility of Evidence Rulings](#)

[Long and complex criminal cases seminar](#)

[Murder](#)

[Recorder: "One Year On"](#)

[Sentencing and Confiscation](#)

[Serious Sexual Offences](#)

Case and Trial Management

Aim

The aim of this course is to help judges develop their skills in case and trial management. This is a practical, skills-based course with a combination of topical lectures from leading academics and judges alongside workshops where judges can share best practice and try out new ideas.

There is a strong focus on (1) effective case management at PTPH, (2) helping jurors perform their task by looking at how judges can improve their summings up on the law and on the facts, and (3) ensuring that witnesses, including defendants, can give their best evidence and participate fully, whatever their needs.

The learning outcome will be that delegates will build on their understanding of their case and trial management powers and how best to deploy them to help jurors, witnesses and defendants and be best placed to deal with various practical problems that may arise during the trial.

This course promotes the effective use of the Criminal Procedure Rules as a means of managing the trial.

Who is it for?

Salaried and fee paid judges sitting in the Crown Court.

Dates

July 2020

October 2020

Cycle

This seminar ran for the first time in the 2018/19 prospectus year. It will be refreshed and topical for the current prospectus year.

Crime: Some Technical & Technological Issues

Aims

To explore some of the technical and technological issues with which criminal judges must wrestle.

Content

This seminar, appearing for only the second year in the prospectus, aims to explore some areas of criminal law that other seminars do not have the time to address in detail. In particular this seminar will focus on:

1. Dealing with those with mental health conditions and disorders, including:
 - identifying those with mental health conditions and disorders and considering how to adapt court procedures in order to facilitate their effective participation in the trial process
 - fitness to plead
 - sentencing practice and procedure. Including assessing culpability, assessing dangerousness, and choosing the correct mental health related disposal.
2. Digital issues in the courtroom, including:
 - a DCS update,
 - tips on using Word, Excel and Outlook,
 - using Elis
3. Human Trafficking and Modern Slavery: An update.
4. Case Management issues, including:
 - indictments
 - inchoate offences
 - expert evidence

Who is it for?

Salaried and fee-paid judges sitting in the Crown Court.

Dates

June 2020

January 2021

Cycle

This seminar will be running for its second year and the material will be almost identical to that used in the 2019/20 prospectus year.

Delivering Judgments and Admissibility of Evidence Rulings

Aim

The aim of the course is to improve judgments, both oral and written.

Delegates will focus on their skills in deciding legal issues on admissibility and then in delivering structured and well-organised judgments.

This is a practical course with a combination of lectures and workshops. The lectures from leading academic and judicial speakers will focus on updates on the law including bad character and hearsay and other topical issues, and on how to structure a judgment.

In the workshops, there will be trial scenarios to follow and delegates will be asked to consider what their decision is and to give a judgment as though in a real trial. Unexpected issues and applications will come up which will need ruling upon without notice. Other rulings and judgments will be more considered. If a piece of evidence is ruled admissible, delegates will be asked what direction the jury will be given.

By the end of the course delegates will have developed their understanding of current legal issues and developed their skills in delivering cogent and well-structured rulings and judgments. The course will provide an opportunity for delegates to exchange experiences and identify best practices.

Who is it for?

Salaried and fee-paid judges sitting in the Crown Court.

Content

This is a highly practical seminar. The focus is on work in small groups facilitated by a team of trained and experienced course tutors. The groups provide an opportunity to discuss the correct approach and see the approaches of other judges to structuring judgments and decisions.

The seminar will cover a range of topics such as:

- Bad character
- Hearsay
- Abuse of process
- Terminatory rulings
- Admissibility of forensic evidence
- Breaches of PACE
- Topical legal problems

Dates

October 2020

February 2021

Cycle

This seminar ran for the first time in the 2018/19 prospectus year. Its content will be refreshed and topical for the current prospectus year.

Long and complex criminal cases seminar

Aim

To assist those who try, or who wish to try, longer and more complicated criminal trials. This seminar represents an opportunity to learn and to exchange experiences of existing law, practice, procedure and recent developments; it is also an opportunity to identify and disseminate best practice in all aspects of such trials, including pre-trial case management, disclosure, trial and jury management and post-trial orders.

Who is it for?

Salared and fee-paid judges sitting in the Crown Court who try, or who wish to try, complex criminal cases lasting four weeks or more.

Content

The emphasis of the seminar is on discussion and practice in syndicate groups so that delegates may discuss and share judicial experiences and identify issues of concern; there will be trial scenarios and case studies which will encompass the discussion and learning points. There will also be leading academic and judicial speakers on relevant and current topics of criminal law and procedure.

Date

October 2020

Cycle

This seminar has been delivered before but will be refreshed for the current prospectus year with some new material.

Murder

PLEASE NOTE THAT ONLY THOSE JUDGES WITH A FULL MURDER TICKET ARE ELIGIBLE TO ATTEND THIS SEMINAR.

Whilst those who do attend will receive some training on issues relating to manslaughter and attempted murder, the seminar has been given the title "murder" seminar to further emphasise that a Class 1/murder ticket is required for all who attend.

Aim

To ensure that all of those attending are fully conversant with all aspects of substantive law, evidence, procedure and sentencing relating to murder cases, as well as manslaughter and attempted murder cases; to provide a forum for the discussion of practical problems that can arise in the pre-trial management and during the trial and sentencing of these serious, difficult, high-profile and sensitive cases.

Who is it for?

High Court Judges and Class 1/murder authorised Circuit Judges who try murder cases.

Content

The course will involve updates on bad character, hearsay, loss of control, diminished responsibility, joint enterprise, sentencing and any other current topics which have featured in recent decisions of the CACD.

Other subjects likely to feature will be routes to verdict, sentencing remarks, minimum terms and defences that need to be left to the jury. It will include some lectures but will substantially comprise of syndicate exercises.

For those newly appointed as Class 1/murder ticketed judges there is a one-day induction seminar on the day before this two-day seminar, i.e. Weds 16 September 2020. Those newly appointed judges will therefore need to attend all three days.

Dates

September 2020

Cycle

The content is updated for the 2020/21 prospectus year and new Course Directors are responsible for the seminar.

This seminar was formerly known as the serious crime seminar and then the homicide seminar but has been re-named to attempt to ensure that only Class 1/murder authorised judges attend.

Recorder: "One Year On" seminar

This seminar is **EXCLUSIVELY** for those criminal Recorders who attended the criminal Recorder induction seminar in November 2019.

Any non-Recorders who attended that Recorder induction seminar in November 2019 (e.g. Deputy High Court Judges, High Court Judges, newly appointed Circuit Judges) need not attend the One Year On seminar and may instead select another seminar - it is simply for the Recorders.

If you are one of those new Recorders and you do not sit in any other capacity then you will not attend another seminar from this prospectus, just the One Year On seminar. If you are one of those Recorders and you also sit in another capacity then the One Year On will be an extra seminar for you and you will be able to choose in the usual way in respect of your other sitting role/s.

Aims

- This is a **compulsory** seminar to complete the induction process of Newly Appointed Criminal Recorders who were inducted in November 2019.
- To provide training and reflection relevant to those who have been sitting for one year.
- This course aims to pull together experiences from Recorders over the course of the past year, including any issues of concern raised by delegates
- The provision of further updates and training applicable for this stage of a Recorder's judicial career, including judicial resilience.

Objectives

- Delegates will be updated in the major developments both in criminal sentencing and procedure occurring since the induction course.
- Delegates will meet in groups [reflecting the original Induction course groups] to exchange experiences from sitting over the past year with a facilitator providing guidance as to any outstanding learning points and forwarding them to Course Directors for a plenary session.
- Delegates will receive assistance in dealing with judicial resilience and receive signposting for further help.

Date

December 2020

Sentencing and Confiscation seminar

Aim

The aim of this course is to ensure that judges are up to date with changes in the law, with new sentencing guidelines and with leading authorities.

It is also to help judges identify the correct approach and structure to sentencing in guideline and non-guideline cases and to pass a sentence that is legally sound, technically correct and readily understood by the defendant, by victims and by the public.

During the seminar, attention will be paid to sensitive and often difficult areas such as domestic abuse, defendants who are carers, defendants who are young, defendants who may have been trafficked and defendants with mental health problems. The seminar will also look at the role of victims in the sentencing process.

There will be analysis of how the Criminal Procedure Rules and Criminal Practice Directions are key tools in sentencing, for example with indications of sentence, bases of plea and victim personal statements.

The aim is to provide an environment where judges will discuss their sentencing practices to identify and share best practice.

The aim is also to ensure that judges are equipped to deal with confiscation cases and are confident in doing so. This is a rapidly developing area that can be problematic. The seminar will focus on how timely and robust case management of confiscation cases can help identify the key issues for determination.

Who is it for?

Salaried and fee-paid judges sitting in the Crown Court.

Content

This is a very practical course made up of a number of lectures and workshops. The workshops will be made up of case studies. In addition to discussion and sharing of experience, judges will be asked to demonstrate how they would deliver sentence in these cases and receive feedback from their course tutor and the group.

The seminar covers:

- General principles of sentencing in the light of statutory provisions, sentencing guidelines and case law
- Sentencing in particular cases of general and current importance
- Delivery of sentencing remarks, both as to style and content
- Confiscation
- Compensation
- Costs
- Ancillary Orders

Dates

July 2020

February 2021

Cycle

The content will be significantly refreshed and topical for the 2020/21 prospectus year.

Serious Sexual Offences

Who is it for?

All judges, salaried and fee paid, who are authorised to try serious sexual cases.

Please note, however, that, because judges and recorders who are authorised to try sexual cases are required to attend this course once every three years, this course has been prepared for a three-year cycle – and much of the course material will remain the same for that period. Consequently, if you have attended this course on any occasion from January 2018 (when the three-year cycle started) you should not attend again until the 2021/22 prospectus year – when it is anticipated a course with new material will be prepared.

Aim

To enable judges to try these cases with sensitivity and confidence, equipped with knowledge of current law and practice. To ensure the continued development of a trial and sentencing process which is fair and appropriate to the needs of all parties and witnesses, whatever their role in the proceedings. To discuss and share judicial experiences and identify issues of concern.

Content

This will include:

- S41: Where now? Where next?
- Disclosure: to include- how relevant are counselling notes? Other complaints of sexual assault?
- Trial and sentencing.
- Vulnerability: who is vulnerable? How has s28 been interpreted so far? How might it develop?
- Risk assessment: understanding when an indeterminate sentence may be appropriate. Identifying “dangerousness”.
- Risk reduction and management: learning about treatment programmes both in custody and in the community.

Learning material will be available on the LMS at least three or four weeks before the course. The seminar will combine lectures with small learning groups and will maximise opportunity to talk informally with, and learn from, other judges.

Dates

June 2020

December 2020

February 2021

Cycle

The content is refreshed for this prospectus year but see comments above about the cycle.

District Judge (Magistrates' Courts) and Deputies

DJ (MC) & DDJ (MC) Continuation

DJ (MC) & DDJ (MC) Continuation

Aim

To provide a thorough update for DJ(MC) and DDJ(MC) on relevant legislation and case law.

Who is it for?

District Judges and Deputy District Judges (Magistrates' Courts).

Content:

Amongst other things this seminar will involve:

- addressing problems which arise typically in the adult court, particularly in relation to managing the courtroom, helping judges be better equipped to sit generally;
- a legislative and case law update on the adult court;
- an update in Youth Court practice (for those who practice there);
- an update in prison law (for those who undertake prison adjudications).

The seminars will be highly participative with syndicate group work.

Dates

May 2020

June 2020

July 2020

Cycle

The content will be refreshed and current for this prospectus year.

Family

[An Introduction to Family Money](#)

[Family Appeals](#)

[Family Complex Money](#)

[Public Law Continuation](#)

[Private Law Continuation](#)

[High Court Judge Seminar](#)

[Section 9 Seminar](#)

An Introduction to Family Money

Aim

To help increase knowledge and confidence in dealing with Family Money cases.

Who is it for?

Salaried and fee-paid Judges sitting in the Family Court who have little or no experience in dealing with Family Money and who wish to increase their knowledge of how to deal with Financial Remedies cases.

Content

This seminar will address practical case management at First Appointment, dealing with the Financial Dispute Resolution Appointment and outcomes at Final Hearing both in lectures and through syndicate exercises.

Date

June 2020

Cycle

This seminar is running for the first time in this format.

Family Appeals

Aim

To help judges to obtain and develop a practical understanding of appeals and the judgecraft required in dealing with appeals on paper at an oral hearing

Content

In particular the course aims to provide you with:

- practical issues to include permission, routes, time-limits and directions
- approach to appeals
- hearing the appeal
- powers on appeal
- new evidence
- exercise of discretion or judicial evaluation

Who is it for?

This course is particularly aimed at **newly appointed Circuit Judges** who hear family appeals but is open to all who hear appeals.

This is a one day seminar. Any Judge attending it may select an additional seminar from the prospectus if he or she so wishes.

Learning Outcome

By the end of the course, and with the benefit of retained material and material on LMS you will be able to:

- effectively identify and manage issues that arise from applications to appeal on paper and to give directions
- effectively manage an appeal hearing

Dates

July 2020

November 2020

Cycle

This is the first time such a seminar has been run

Family Complex Money

Content

This is the main annual course for family money specialists, and will include consideration of cases where there are assets and/or income which go beyond needs, as well as providing a good service to all types of litigant.

Both law and good practice will be discussed and considered both in lectures and in syndicates, with contributions from High Court Judges, in a relaxed but stimulating atmosphere.

Who is it for

Salaried and Fee Paid Judges who have experience in dealing with family money and wish to make it a substantial part of their work

Date

March 2021

Cycle

Substantially refreshed for this prospectus year

Public Law Continuation

Aim

To provide suitably authorised judges with an opportunity to review and develop their knowledge and skill in managing and determining public law cases.

Who is it for

Salaried and fee paid judges sitting in the Family Court who are authorised to hear public law cases.

Content

The programme includes a number of updates on law and practice to include the Public Law Reform. In addition, it addresses: fact finding, practical case management and complex issues addressed both in lectures and through syndicate exercises.

Dates

June 2020

October 2020

March 2021

Private Law Continuation

Aims

An opportunity to hear about recent developments in private law. The seminar will focus on the proposed new CAP Programme, how to assist Litigant in Persons in presenting their case and cross-examining witnesses including alleged victims of domestic violence, and assisting LIP in cross examining experts.

Who is it for

This is for judges (salaried and fee paid) sitting in the private law jurisdiction.

Content

- Recent developments
- Jurisdiction
- Section 91(14)
- Impact of domestic violence
- PD12J
- Proposed new CAP Programme
- LIPs, their evidence, their cross examination of witnesses and the Advocates Gateway

Dates

October 2020

February 2021

Cycle

First delivered in October 2019

High Court Judge seminar

Aim

To provide High Court Judges with an opportunity to review and develop their knowledge and skill in family cases.

Who is it for

High Court Judges of the Family Division.

There will be a seminar running alongside this for those judges with section 9 authorisations in family law.

Content

The seminar will combine presentations by speakers from within or outside the judiciary, who have knowledge and expertise in their respective fields, with small group discussions, providing judges with an opportunity to exchange views and share experiences with fellow judges sitting in the High Court.

The presence at the venue of other family judges at the same time will allow for other more informal exchanges on issues of common interest.

The seminar is delivered over two days with an overnight stay.

Date

January 2021

Section 9 Seminar (alongside High Court Seminar)

Aim

To provide suitably authorised judges with an opportunity to review and develop their knowledge and skill in managing and determining public law cases.

Who is it for?

Salaried and fee-paid judges sitting in the Family Court who are authorised to hear family cases in the High Court.

Content:

- Legal update
- Children and vulnerable witnesses

And to include some or all of the following topics:

- International issues
- Adoption
- Recurrent care proceedings
- Transparency
- Fact finding in serious injury cases

Date

January 2021

Cycle

This is a substantially re-written seminar

Inductions

[Deputy District Judge Induction](#)

[DJ\(MC\) Youth Court Induction](#)

[Faculty Induction](#)

[Introduction to Murder](#)

[Serious Sexual Offences Induction](#)

Deputy District Judge Induction

Aim

This is a bespoke five-day residential seminar to provide newly appointed, fee-paid Deputy District Judges who will sit in the general civil and family jurisdictions with a course that will equip them to understand the nature and extent of those jurisdictions, to develop their knowledge of areas of law they will be dealing with regularly and to practise the judicial skills that they will require

Who is it for?

All newly appointed fee-paid Deputy District Judges sitting in the general civil and family jurisdictions.

Attendance is by invitation only. There are four seminars. There may need to be some control over how many delegates appointed to particular Circuits may attend any one seminar. Any particular booking requirements will be notified to the delegates along with the other details of their appointment.

Content

Please read this carefully.

The structure of the course is designed to deliver the following:

- (1) Being a judge: An introduction to the role of judging with emphasis on fair treatment, and judicial conduct.
- (2) Judgecraft: The skills and judge craft required in the role.
- (3) Family: Consideration of family law and procedure and the use of check lists in giving judgment.
- (4) Civil: Consideration of civil law and procedure commonly encountered in the County Court and with the culmination of the work on giving judgment.
- (5) Costs and enforcement: The law, procedure and practical considerations.

This is an intensive course which will require considerable preparation in advance of attendance at the seminar in order to derive the optimum benefit from it. Each day will comprise of group work in “syndicates” and “clinics” for which you will have been expected to prepare in advance. There will also be unseen exercises provided to you to undertake, replicating scenarios in practice.

This course is focused on developing your practical skills as a judge and not the teaching of black letter law. You will be expected to develop your legal knowledge by considering the materials on the Learning Management System (LMS) of the Judicial College website where there will be a dedicated area for this seminar. You will find all pre-reading and training course materials there.

Dates

May 2020

June 2020

July 2020

DJ (MC) Youth Induction

Aim

To provide a detailed understanding of the law affecting practice and procedure in the Youth Court for those new to sitting in that jurisdiction.

Who is it for?

For those new to sitting in this jurisdiction, by invitation.

Content

To provide to delegates with:

- increased confidence to deal competently and efficiently with all issues involving jurisdiction and allocation, bail and remands, case management and sentencing.
- familiarity with the relevant *Sentencing Guidelines*.
- detailed consideration of the needs of vulnerable defendants and witnesses allowing delegates to deal with adapting the court process to assist them.
- an increased awareness of, and greater confidence to deal appropriately with, the unique difficulties that can arise in the Youth Court and increased confidence in dealing with the issue of engagement with the young offender and his or her parents.
- greater confidence in making appropriate pronouncements.

Date

November 2020

Faculty Induction seminar

Faculty (Cross-Jurisdictional) Induction seminar

All newly appointed coroners, courts' judges and tribunal judges appointed after 1 April 2019 who have no previous sitting experience of any kind (within the Judicial College ambit of training) will be required to attend this seminar within approximately 12 months of starting to sit within their jurisdiction. This course is a compulsory addition to the jurisdiction-specific training which will be provided by the Judicial College.

The seminar aims to provide the delegates with common skills and knowledge at the start of their judicial career that will assist in their career development and complement their jurisdiction-specific induction programmes.

The course will include communication styles, vulnerability, bias and mitigation strategies, use of the Equal Treatment Bench Book, judicial conduct and ethics, sources of support, the key elements in any judgment or ruling and possible career pathways.

It is anticipated that there will be approximately 50 delegates within each seminar and there will be a mix of jurisdictions represented at each seminar.

Attendance at these seminars is by invitation only. There are five seminars in this prospectus year. There will be some control over how many delegates appointed to particular jurisdictions may attend any one seminar. Any particular booking requirements will be notified to the delegates along with the other details of their appointment.

This entry is largely for information purposes. Please do not book on one of these seminars without being invited to do so.

Dates

June 2020

October 2020

November 2020

January 2021

March 2021

You will be sent an invitation via email with a link to book your place

Introduction to Murder

This is a one-day introductory seminar for those **newly appointed** as Class 1 murder ticketed judges. It occurs the day before the two-day homicide continuation seminar. Those newly appointed judges will therefore need to attend **all three days**.

Aim

To ensure that those attending are fully conversant with all aspects of substantive law, evidence, procedure and sentencing relating to homicide; and to provide a forum for the discussion of practical problems that can arise in the pre-trial management and during the trial and sentencing of these serious, difficult, high-profile and sensitive cases.

Who is it for?

High Court Judges and Class 1 authorised Circuit Judges who try murder cases.
PLEASE NOTE THAT ONLY THOSE JUDGES WITH A FULL MURDER TICKET ARE ELIGIBLE TO ATTEND THIS SEMINAR.

Spaces are retained for those who receive authorisation a few weeks before the seminar, please do not book on a speculative basis in advance of authorisation.

Content

The course will involve updates on bad character, hearsay, loss of control, diminished responsibility, joint enterprise, sentencing and any other current topics which have featured in recent decisions of the CACD.

Other subjects likely to feature will be routes to verdict, sentencing remarks, minimum terms and defences that need to be left to the jury. It will include some lectures but will substantially comprise of syndicate exercises.

Date

September 2020

(In addition, there is a requirement to attend the continuation aspect of this seminar in September)

Serious Sexual Offences Induction

Aim

To enable Judges to try these cases with sensitivity and confidence, equipped with knowledge of current law and practice. To ensure the continued development of a trial and sentencing process which is fair and appropriate to the needs of all parties and witnesses, whatever their role in the proceedings. To discuss and share Judicial experiences and identify issues of concern.

Who is it for?

All Judges, salaried and fee paid, who are newly authorised to try serious sexual cases.

Content

This will include:

- S41: Where now? Where next?
- Disclosure: to include- how relevant are counselling notes? Other complaints of sexual assault?
- Trial and sentencing.
- Vulnerability: who is vulnerable? How has s28 been interpreted so far? How might it develop?
- Risk assessment: understanding when an indeterminate sentence may be appropriate. Identifying “dangerousness”.
- Risk reduction and management: learning about treatment programmes both in custody and in the community.

Learning material will be available on the LMS at least three or four weeks before the course. The seminar will combine lectures with small learning groups and will maximise opportunity to talk informally with, and learn from, other Judges.

Date

November/December 2020

Faculty 2020-21

Welcome from the Directors of Training

Welcome to the prospectus for the period from 1 April 2020 to 31 March 2021.

This section contains the Faculty seminars. It represents all of the cross-jurisdictional training which is offered by the Judicial College. Whilst many of these seminars have been offered before, they are drawn together in one section for the first time.

This section includes the Faculty Induction seminar which ran for the very first time in September 2019 and which will run five times in this prospectus year. All newly appointed coroners, courts' judges and tribunals' judges appointed after 1 April 2019 who have no previous sitting experience of any kind (within the Judicial College ambit of training) are required to attend this seminar within approximately 12 months of starting to sit within their jurisdiction. It is a compulsory addition to their jurisdiction-specific training and it aims to provide the delegates with common skills and knowledge at the start of their judicial career that will assist in their career development and complement their jurisdiction-specific induction programmes. It includes communication styles, vulnerability, bias and mitigation strategies, use of the Equal Treatment Bench Book, judicial conduct and ethics, sources of support, the key elements in any judgment or ruling and possible career pathways.

This section also includes a variety of leadership seminars, training for mentors and those who are to conduct appraisals, together with training for course directors and training leads and for College tutors.

A significant word of thanks is due to the Judicial College Educational Development Advisers - Michelle Austin, Trevor Elkin and Richard Simms - for the significant part they play in helping not only with Faculty training but with training across the College.

Andrew Hatton Director of Training for Courts

Christa Christensen Director of Training for Tribunals

Faculty continuation seminars

[Business of Judging](#)

[Judge as Communicator](#)

Business of Judging

Aim

The object of this two-day seminar is to help judges improve their judicial skills by practicing them and learning from judges who sit in other jurisdictions.

Who is it for?

Any salaried or fee-paid judge sitting in any jurisdiction and of any level of experience. The greater the mix of experiences, the more effective the course, we believe.

Booking through this page of the prospectus is for Courts' judges only. Separate arrangements exist for Tribunal judges and for Coroners - Tribunal judges and Coroners are asked to consult with their Chamber President or training lead to seek nomination.

If you have attended this seminar in the past you should select an alternative seminar rather than attending for a second time as, whilst some of the materials may have changed, the learning outcomes remain the same.

If you have attended the Faculty Induction Seminar there would be no value in you attending this seminar.

Content

Traditionally the College's training for judges has been jurisdiction based, with separate seminars in civil, criminal, family, coronial law and various tribunal laws. However, there are many judicial skills which transcend the jurisdictions and are common to all of them. The highly successful Business of Judging course offers you an opportunity to develop these in a friendly, collegiate environment and to share your experiences with other courts and tribunals judges.

The modules include:

- Dealing with ethical and other problems that confront judges inside and outside the court or tribunal
- Assessing the credibility and reliability of evidence
- Giving a well-structured oral judgment or decision
- Increasing judicial resilience
- Dealing with high conflict and unexpected situations that arise during a hearing.

The seminar is highly participative. For example, you are invited to watch a DVD of a contested hearing, to assess the credibility of the witnesses, and then to deliver an oral judgment in a small group setting (with six judges per group).

You are also asked to conduct a short 'live' hearing, again in a small group, and to use your judicial skills to deal with the problems that unfold before you. Professional actors and advocates present the case and you are offered feedback from your colleagues.

Dates

July 2020

March 2021

Cycle

First delivered in 2013-14 and each year since then with only modest changes introduced thereafter.

If you have attended this seminar in the past you should select an alternative seminar rather than attending for a second time as, whilst some of the materials may have changed, the learning outcomes remain the same.

If you have attended the Faculty Induction Seminar there would be no value in you attending this seminar.

Judge as Communicator

Aim

To help judges improve their judicial skills in communicating with those who appear before them, both in the hearing itself and in the judgments or decisions they give.

Who is it for?

Any salaried or fee-paid judge sitting in any jurisdiction and of any level of experience – this course thrives on the mixture of judges attending.

Booking through this page of the prospectus is for Courts' judges only. Separate arrangements exist for Tribunal judges and for Coroners - Tribunal judges and Coroners should consult with their Chamber President or training lead to seek nomination.

If you have attended this seminar in the past you should select an alternative seminar rather than attending for a second time as, whilst some of the materials may have changed, the learning outcomes remain the same.

If you have attended the Faculty Induction Seminar there would be no value in you attending this seminar.

Content

This course is a development of the Judging Today course which was run in May 2016. Whilst there have been several changes and improvements it remains fundamentally the same course.

'The single biggest problem in communication is the illusion that it has taken place' said George Bernard Shaw. In this seminar we seek to dispel the illusion using an interesting mixture of presentations and practical exercises involving an experienced team of course tutors.

Amongst the many and varied topics covered are:

- Making communication work
- Using language appropriate to the case and the participants
- Understanding and applying the psychology of judging
- Structuring and delivering a judgment or decision that is easily understandable by and meets the needs of the parties, particularly if unrepresented.

As with the Business of Judging course, the seminar is highly participative and much of it takes place in small groups of six judges. You will undertake several interesting and enjoyable practical exercises designed to improve your communication skills; these include conducting a short 'live' hearing presented by professional actors and advocates, and preparing and delivering directions in cases involving unrepresented parties.

Dates

September 2020

January 2021

Cycle

This seminar was first held in 2016-2017 and whilst it has undergone some changes in recent years it remains fundamentally the same seminar.

If you have attended this seminar in the past you should select an alternative seminar rather than attending for a second time as, whilst some of the materials may have changed, the learning outcomes remain the same.

If you have attended the Faculty Induction Seminar there would be no value in you attending this seminar.

Leadership Seminars for Magistrates

Welcome from Andrew Hatton

Welcome to the prospectus for the period from 1 April 2020 to 31 March 2021.

This section - containing leadership seminars for Magistrates - has become part of a plan to have a bigger, all-inclusive prospectus for all judicial office holders. Hitherto different aspects of the training offered by the College has been made available in different ways and at different times.

This year is a step along the way to the plan of having all College seminars listed in one super-prospectus within a year or two and publishing at the beginning of October each year.

The Judicial College continues to strive as best it can to produce top quality training for all judicial office holders and seeks to produce it in comfortable surroundings conducive to learning. I hope that we have achieved that in this current year.

Please do not hesitate to contact me if there are issues you want to discuss. I invite feedback, positive or negative. Please do complete the evaluation questionnaires which you are sent for seminars which you attend. I know it is a nuisance when you have got other things to think about, but every piece of evaluation we receive is analysed and considered by the relevant Course Directors and Training Leads and all of it by me. It really does impact on the future direction of our training seminars.

My thanks go to those at the Judicial College who have helped to make this prospectus happen.

I wish to extend heartfelt thanks to those without whom I could not do my job and without whom this College would not operate – those who plan, prepare and deliver at seminars. Thank you.

Best wishes,
Andrew Hatton
Director of Training for Courts

Judicial College Leadership Development Programmes

[Essential Leadership](#)

[Senior Leadership Additional Training](#)

The Essential Leadership Programme

Who it is for

All judges (including the High Court) who have been recently appointed to a leadership and management role. Other judges who have some practical experience of leadership and management, but who have never received training, are also welcome.

Format

Three one-day modules, over the course of three months. Each module includes preparation, a face-to-face workshop and a number of work-based activities linked to the role of judicial leader and manager. There is an optional mentoring scheme and 360 degree feedback.

What is covered

As its name suggests, this programme is designed to give any judge new to leadership and management responsibilities a solid foundation on which to build further their skills and knowledge:

Module 1: ‘Leading in the organisation’ covers:

- An introduction to the principles of leadership and management
- Understanding your environment and leadership role within it
- Influencing and building relationships
- Managing and leading change and achieving results through others
- Developing priorities and strategies for delegates’ areas of responsibility

Module 2: ‘Personal leadership’ is an opportunity for delegates to explore their individual leadership roles, responsibilities and style and covers:

- Exploring who you are as a leader and your personal approach to leadership and management
- Managing your time and delegating to others
- Developing your personal resilience

Module 3: ‘Leading and managing others’ aims to identify the responsibilities leadership judges have for other judicial office holders and provide practical support in carrying these out. Participants will explore practically the different kinds of conversations that Leadership and Management Judges need to have to manage and lead others effectively. It will highlight the support available, from Judicial Office and others, which can assist them, for example:

- Recognising the HR issues that you must tackle and how to respond appropriately
- Tools and techniques to understand others’ welfare and how people react differently to change and pressure
- How to challenge unhelpful behaviour

- How to help others think about future roles or their judicial career

The Essential Leadership Programme does not attempt to cover the specific details of the many tasks carried out in leadership positions across the judiciary. Rather, it focuses on building the confidence of new leadership judges, enabling them to be effective in their role through a process of self-reflection, learning from external experts and other delegates.

Delivery and dates

Essential Leadership runs twice a year, during the Spring and Autumn, in groups of around 20-25 judges. Booking information, including the workshop dates, is available via the Judicial College LMS.

As it is aimed at those new to leadership, Judges should be made aware of the course as part of their appointment.

Essential Leadership Programme 3	Topic	Events	Dates
Module 1	Leading in an organisation	Workshop	May 2020
Module 2	Personal leadership	Workshop	June 2020
Module 3	Leading and managing others	Workshop	July 2020
Programme 4			
Module 1	Leading in an organisation	Workshop	November 2020
Module 2	Personal leadership	Workshop	December 2020
Module 3	Leading and managing others	Workshop	January 2021

Senior Leadership Continuation Training (for experienced management and leadership judges)

Who it is for

Any judge with at least 12 months of leadership and management experience. There is no pre-requirement to attend the Essential Leadership programme.

Format

This is a blended learning programme which will combine

- an annual one-day symposium (beginning Spring 2020, date tbc)
- curated online learning materials (short podcasts, video clips and e-learning) available all year round.

There is an optional mentoring scheme and 360-degree feedback.

What it covers

There are two aspects to this programme, dealing with i) the practical day-to-day issues arising from management and ii) the demanding, and rewarding, personal side of leading others.

The **online materials** provide advice and guidance from other more experienced leadership judges, Judicial Office HR and experts on a range of issues. The main aim of the **symposium** is to provide a platform for attendees to share their experience and challenges in their roles. The content will depend partly on the prevailing themes raised at each event. Judges will learn through discussing real examples together (in confidence), guided by experts, or through interactive workshops where they can apply their experience to realistic case studies.

Delivery and dates

Note: This is a new leadership programme for 2019/20, currently in development. Further information about the symposium event, to be held early 2020, will be available through the Judicial College LMS in summer 2019. A smaller pilot event will be run on December 17th, 2019 for 24 alumni of the College's LMD programme.

Dates:

April 2020

July 2020

September 2020

February 2021

Appraisal and Mentoring skills

[Appraisal Skills](#)

[Mentoring Skills](#)

Appraisal Skills

Overview

This interactive course focuses on the skills and knowledge that all appraisers need from beginning to end of an appraisal process. Delegates will practice observation and assessment of judicial skills and abilities and will plan (and rehearse) a structured approach to their appraisal discussion.

Who is it for?

All judicial office holders across any jurisdiction, including medical members, specialist and lay members, who have been appointed to appraise others.

Aim

To equip judicial appraisers with the skills and knowledge to undertake all aspects of the appraisal process in order to create maximum benefit to the appraisee.

Learning outcomes

By attending this seminar delegates will be able to:

- Describe the purpose and desired outcomes of a judicial appraisal
- Develop and follow their own checklist of key tasks, skills and responsibilities of an appraiser
- Effectively use the Judicial Skills and Abilities Framework as a basis for reviewing performance and feedback discussions
- Structure an constructive appraisal feedback discussion
- Develop strategies for handling potentially challenging conversations

Dates

June 2020

July 2020

October 2020

February 2021

Mentoring Skills

Overview

This half-day seminar is intended to complement any existing judicial mentoring scheme guidance. It introduces the principles of mentoring and covers a range of mentoring tools and techniques that mentors can employ. It is a practical course in which participants will plan their first meeting with a new mentee and discuss possible challenges. It also encourages participants to consider their roles and responsibilities, including the boundaries of the mentoring relationship and where they may receive support.

Who is it for?

All judicial office holders who are about to mentor others for the first time (either through a formal mentoring scheme or informally), or those who have mentored others previously and would like a refresher.

Aim

To enable judicial office holders to review their own mentoring scheme and to identify and develop effective mentoring skills.

Learning outcomes

By attending this seminar delegates will be able to:

- Use a framework for mentoring relationships
- Identify the key responsibilities of mentor and mentee at the different stages of a mentoring relationship
- Consider a range of mentoring tools and interventions to assist your mentee
- Set boundaries for the relationship, be aware of issues that may arise and seek support where appropriate

Dates

May 2020

Training for trainers

[Course Design](#)

[Digital Tools for Trainers](#)

[Facilitation Skills](#)

Course Design

Aim

To enable judicial trainers to design and deliver focused and effective training which meet the current needs of their jurisdiction.

Overview

This practical seminar provides judicial trainers with best practice in designing training. Delegates are given the practical opportunity to design or revise their own judicial training, with support from colleagues and training experts.

Who is it for?

All judicial office holders, including medical members and specialist and lay members with responsibility for designing courses or elements of courses including syndicate exercises and case studies to be used as part of a wider training.

Learning Outcomes

By attending this seminar delegates will be able to:

- Adopt a systematic approach to identify learning needs and design suitable training
- Create focused aims and learning outcomes
- Choose the most appropriate methods to engage participants in learning (including using technology) and to reflect social context
- Select from a range of ways to evaluate your training
- Provide the necessary support for your tutor teams/speakers to deliver your training

Dates

July 2020

November 2020

Digital Training Tools for Trainers

Aim

To introduce Judicial Trainers to the use of digital tools in training activities, and to increase their levels of awareness, ability and confidence in using such tools.

Overview

This new Digital Training Tools seminar has been designed to follow on from the Course Design Seminar and provides judicial trainers with an overview of how digital tools can be used to enhance learning. Delegates will experience the use of several tools that can be used in training and will have the opportunity to create their own activities using digital training tools.

Who is it for?

For any judicial trainers who have attended the Course Design seminar (either recently or in the past) and who wish to introduce digital methods into their training.

Learning Outcomes

By attending this seminar delegates will:

- Understand the benefits that digital tools can bring to learning activities, trainers and participants
- Have an increased awareness of the functionality of Microsoft PowerPoint
- Be able to use several digital tools including: Slido, MS Forms, Quizlet and Nearpod
- Be able to select the most suitable digital training tools to support the achievement of learning outcomes

Dates

August 2020

February 2021

Facilitation Skills

Aim

To develop and consolidate effective facilitation skills among judicial trainers.

Overview

This highly interactive course offers best practice techniques to enhance adult learning. There is a practical opportunity for participants to facilitate a small group and receive feedback from colleagues and training experts.

Who is it for?

All judicial office holders, medical members and specialist and lay members with responsibility for managing small groups or running syndicate exercises as part of judicial training.

Learning Outcomes

By attending this seminar delegates will be able to:

- Apply a range of facilitation skills and techniques to maximise participants' ability to learn
- Support the development of groups when facilitating learning, being prepared for challenges
- Enable individuals to learn most effectively by encouraging all stages of the learning cycle.

Dates

April 2020

July 2020

November 2020

Magistrates' Legal Advisers

Welcome from Andrew Hatton

Welcome to the prospectus for the period from 1 April 2020 to 31 March 2021.

This section – containing seminars for Magistrates' Legal Advisers - has become part of a plan to have a bigger, all-inclusive prospectus for all judicial office holders. Hitherto different aspects of the training offered by the College has been made available in different ways and at different times.

This year is a step along the way to the plan of having all College seminars listed in one super-prospectus within a year or two and publishing at the beginning of October each year.

The Judicial College continues to strive as best it can to produce top quality training for all judicial office holders and seeks to produce it in comfortable surroundings conducive to learning. I hope that we have achieved that in this current year.

Please do not hesitate to contact me if there are issues you want to discuss. I invite feedback, positive or negative. Please do complete the evaluation questionnaires which you are sent for seminars which you attend. I know it is a nuisance when you have got other things to think about, but every piece of evaluation we receive is analysed and considered by the relevant Course Directors and Training Leads and all of it by me. It really does impact on the future direction of our training seminars.

My thanks go to those at the Judicial College who have helped to make this prospectus happen.

I wish to extend heartfelt thanks to those without whom I could not do my job and without whom this College would not operate – those who plan, prepare and deliver at seminars. Thank you.

Best wishes,
Andrew Hatton
Director of Training for Courts

Magistrates' Legal Advisers

[Adult Induction](#)

[Adult Consolidation](#)

[Additional Family Workshop](#)

[Family Induction](#)

[Family Consolidation](#)

[Youth Induction](#)

[Youth Consolidation](#)

[Mentor](#)

Adult Legal Adviser Induction Training

Aim

To provide new legal advisers with legal and skills training to support and prepare them to follow the Judicial College Adult Induction Study Guide and training programme and to assist them in becoming an effective legal adviser in the Adult Court.

Who is it for

All trainee legal advisers, legal advisers in training and legal adviser who are new to the role at whatever grade appointed

Content

This will include:

- The roles and responsibilities of a legal adviser and an overview of others involved in the criminal justice system
- Key skills required to be an effective legal adviser
- Soft skill and giving feedback using the three-step approach.
- The responsibilities of a legal adviser in relation to ensuring the fairness of any judicial decision making
- Structured approaches to advising on road traffic, allocation, bail, trial and sentencing decisions

Dates:

June 2020

October 2020

February 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Adult Legal Adviser Consolidation Training

Aim

To consolidate the learning to date of those trainee legal advisers, legal advisers or other legal advisers undertaking the induction programme, after attending the induction training, to enable the trainee to prepare for a successful sign off meeting with their mentor

Who is it for

Trainee legal advisers or legal advisers who have attended the 2-day Induction training event and are approximately 6 to 9 months into their Judicial College training programme.

Content

This will include:

- Review of training to date
- Case management
- Role play scenarios to practice legal adviser skills and feedback skills
- Case study exercises to practice legal research skills

Dates

May 2020

September 2020

March 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant.

Family Legal Adviser Specialist Training

Aim

To provide an opportunity for new family legal advisers without previous experience to explore their role, responsibilities and the relationship with magistrates, staff and other court users in the family court system, in line with the legal adviser competence framework.

Who is it for?

Trainee legal advisers who are appointed solely to sit in the family court. This course is in addition to the 2-day Induction Course and is an essential training requirement.

Content

This will include:

- exploring the roles and responsibilities of the magistrates, legal adviser and others involved in the family justice system
- the relationship between the family magistrates and the legal adviser before, during and after a court sitting
- the three-step approach in the giving and receiving of feedback during role-play
- key legal and practical skills of a family legal adviser
- explain your responsibilities as a family legal adviser in relation to ensuring the fairness of any judicial decision making whether by magistrates you are advising or by you acting with delegated powers.

Dates

June 2020

September 2020

January 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Family Legal Adviser Induction Training

Aim

To consolidate the trainee legal advisers learning to date and prepare them to follow the Judicial College Study Guide and training programme to assist them in becoming an effective legal adviser in the Family Court.

Who is it for?

Trainee legal advisers or legal advisers who need to follow the Judicial College family training programme to sit in the Family Court.

Content

This will include:

- key skills of a family legal adviser
- case management process for private and public law cases
- allocation of family cases to the appropriate judicial tier
- structured decision making in the Family Court.
- questioning skills
- drafting reasons for an interlocutory application
- the training programme and actions to complete the training programme

Dates

June 2020

October 2020

February 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Family Legal Adviser Consolidation Training

Aim

To consolidate the trainee legal advisers learning to date, after attending the Induction training, to enable the trainee to prepare for a successful sign off meeting with their mentor.

Who is it for?

Trainee legal advisers or legal advisers who have attended the 2-day Induction training event and are approximately 6 to 9 months into their Judicial College training programme.

Content

This will include:

- apply a holistic approach to the decision-making process when advising family magistrates
- methods for the evaluation of evidence
- revisiting the key legal principles, to apply them legally and practically
- Public Law Outline – revisited
- Practice Direction PD12J and Practice Direction PD 3AA

Dates

May 2020

November 2020

January 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Youth Legal Adviser Induction Training

Aim

To prepare legal advisers to sit in the Youth Court, supervised and unsupervised, so they are able to undertake their legal adviser function effectively.

Who is it for?

Legal advisers who sit in the adult court who are now moving on to sit in the youth court jurisdiction.

Content

This will include:

- the remand options available in the youth court for males and females
- the circumstances in which a case may be committed or sent from the youth court to the Crown Court
- identify when a referral order is available as a sentence or not
- the criteria for making a detention and training order
- the sentencing options that are available in the youth court.

Dates

July 2020

March 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Youth Legal Adviser Consolidation Training

Aim

To consolidate the trainee legal advisers learning to date, after attending the Induction training, to enable the trainee to prepare for a successful sign off meeting with their mentor.

Who is it for?

Trainee legal advisers or legal advisers who have attended the 1-day youth Induction training event and are approximately 6 months into their youth Judicial College training programme.

Content

This will include:

- revisiting remand options available in the youth court for males and females
- revisiting grave crimes and allocation
- identify when a referral order is available as a sentence or not
- the criteria for making a detention and training order
- the sentencing options that are available in the youth court
- structured decision making in the youth court
- engagement in the youth court

Dates

June 2020

February 2021

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Mentor Training for Legal Advisers

Aim

To equip legal advisers with the skills and knowledge to enable them to advise, assist, guide and support a trainee legal adviser successfully through the relevant Judicial College training programme.

Who is it for?

Legal advisers who are committed to the role of the legal adviser, in either the adult, youth or family jurisdiction, who is also committed to the training and development of others.

Content

This will include:

- personal skills, qualities and behaviours expected of a competent mentor
- setting measurable objectives for trainees
- developing action and development training plans
- applying the mentor scheme to the stages of the learning cycle
- navigating the Judicial College Learning Management System (LMS)
- questioning skills and constructive feedback

Dates

April 2020

November 2020

Cycle

Seminar material is reviewed and revised on an annual cycle to ensure that it is current and relevant

Tribunals 2020-2021

Welcome from Christa Christensen

Dear Colleagues,

Welcome to the prospectus for the period from 1 April 2020 to 31 March 2021. This is part of a plan to have a bigger, all-inclusive prospectus for all judicial office holders. This year is a step along the way and it includes for the first time training seminars available to one First Tier Tribunal Chamber, namely The Property Chamber, for the October launch. This will be followed over the next few months with some other First Tier Tribunal training being added. The prospectus also includes - in separate sections - seminars for coroners, courts' judges, magistrates' legal advisers and magistrates with leadership responsibilities. The plan is to have all College seminars listed in one super-prospectus within a year or two.

Each tribunal has some differences and the nuances will be accommodated as other jurisdictions are brought into the prospectus, including both the booking and invitation approaches. There are many benefits to being in one College prospectus – planning well ahead diarising anything from 6-18 months ahead; cross-ticketed JOH's having access to all relevant training at the same time; and minimising cancellations better managing the training budget.

For Property Chamber judges, Judge Jackson gives a helpful overview of your training commitments in his foreword and the general information section explains how to book your training. I am grateful to Judge Jackson for his help and commitment supporting this development.

Some tribunals are already familiar with the prospectus approach to bookings as you have your own section on the Learning Management System (LMS) for this purpose. For those tribunals that will be incorporated into this prospectus later this year, the Judicial College will write to notify judges that bookings are open. For tribunals not included later on, they will continue to be invited to training for the remainder of this year. Your Training Leads will be kept abreast of these developments as they happen so they may assist you with any queries.

The Planning and Operational Support team have taken the opportunity to place induction seminars into the prospectus, or at least those about which they know and for which there are arrangements in place; additional competitions will give rise to additional induction seminars which will be added to this prospectus as the details are known. It helps everyone to have all seminars for tribunals' judges under one roof.

The Judicial College continues to strive as best it can to produce top quality training for all Judges and seeks to produce it in comfortable surroundings conducive to learning. I hope that they have achieved that in this current year.

Please do not hesitate to contact me if there are issues you want to discuss. I invite feedback, positive or negative. Please do complete the evaluation questionnaires which you are sent for seminars which you attend. I know it can be hard to find the time when you have got a multitude of other demands on your time, but every piece of evaluation we receive is analysed and considered by the relevant Course Directors and all of it by me. It really does impact on the future direction of our training seminars.

My thanks go to those at the Judicial College who have helped to make this prospectus happen.

I wish to extend heartfelt thanks to those without whom I could not do my job and without whom this College would not operate - the Training Leads and the tutor judges. Thank you.

Employment Judge Christa Christensen
Director of Training for Tribunals

Property Chamber 2020-21

Foreword

I am very pleased to introduce, for the first time, a Prospectus of the Property Chamber Training Programme, which runs from April 2020 to March 2021. This Prospectus covers all three divisions of the Chamber – Residential Property, Land Registration and Agricultural Lands and Drainage.

I know that all of you are comfortable accessing the Learning Management System (LMS) and are already using it to book places on courses. The advantages of providing a prospectus with all the training dates are that firstly your requests for training can be processed quickly and secondly, having the year's programme in one document means you can plan training commitments around your other diary commitments.

Walton Hall in Warwickshire has for a number of years proved to be a very suitable and popular venue and I am pleased to confirm that it will remain as our base for residential training courses in 2020/21. National training events will take place either in central London or Warwick University. Regional Training days will continue to be held in London, Basingstoke, Manchester and Cambridge. The Midland Regional Training Day in February 2021 will be held, for the first time, at Warwick University. I hope that Members will continue to find these venues both enjoyable and reasonably accessible.

We are extremely fortunate to have an excellent cadre of trainers. I am delighted that Siobhan and I have been joined by Regional Judge Ruth Wayte, DRV's Helen Bowers and Niall Walsh and one of our fee paid Judges, Professor Helen Carr. I would like to express my thanks to all those who deliver our training and also to those who have participated so enthusiastically in the Training Committee. With that in mind, I do want to keep this training fresh and relevant, and would very much encourage any of you who have ideas about new or different training that we can usefully provide, or who have heard good speakers who are relevant to our work, to contact me directly with these suggestions (TribunalJudge.Jackson@ejudiciary.net)

Attendance Requirements

All Members in Residential Property are expected to attend their annual Regional Training Day. In the case of shared Members, the expectation is that they should only attend their "home" Regional Training day. Our budget is based on each Member attending only one Regional Training Day. If any Member wishes to attend at another Regional Training Day they should first obtain the permission of the Regional Judge.

In addition, all RP Members must attend the CPD two day residential course once during the 3 year cycle. The current CPD5 course runs from 2019 to 2022. CPD5 runs 3 times during each training year and is limited to 28 delegates per event. Regional Judges will continue to nominate delegates from their Region. However please be assured that all Members will be offered the opportunity to attend once during the three year cycle.

During 2020/21 we will be holding Induction Training for those successful in the JAC Valuer Chair/Valuer and Professional Member recruitment exercises. Those Judges who have been approved by the Chamber President to sit on cases involving flexible

judicial deployment will receive update training in June 2020. Finally, it is hoped that funding can be secured for a Legal Developments Conference to which Valuer Chairs and Tribunal Judges will be invited.

Land Registration Members are expected to attend their Annual Conference. For the last few years this has been a one day event in London. However Acting Principal Judge Michael Michel and I are hopeful that funding can be made available for a 2 day residential Annual Conference in spring 2021.

The triennial ALD Conference was held in October 2019 and no further training is planned in 2020/21.

Cancellations

Please only choose dates that you are confident you can attend rather than trying to swap to another course nearer the time. Of course, there are exceptional circumstances where cancellation is unavoidable, but changes incur additional administrative work and cancellation and re-booking charges are often levied by venues. As our budget is entirely met from public funds, there are considerable current pressures upon this, and prevents us from being as flexible as we would like. When choosing your courses please ensure that you do not book a course on a day when you have indicated that you are available for sitting. Once you are booked on a course, this should take precedence over sitting.

Members in their last year of service

In relation to judicial office holders in or approaching their final year of service, training remains compulsory unless the judicial office holder knows for sure that, during the relevant training year (i.e. 1st April this year up to the following 31st March), they have a date fixed when they will retire and they either will not, or cannot, express an interest in an extension of appointment or they are not intending to sit or will only sit rarely up until the date of their retirement.

Course materials

You will know that we have now gone through a major change in how course materials are provided to you. Rather than receiving printed materials through the post, these are now provided to you electronically via LMS, two weeks in advance. It is now up to you whether you choose to print these in advance, or download them to your electronic device so they are available to you during the day.

In line with the policy of the Judicial College our trainers have been given clear instructions and will do their best to keep reading (and preparation time) to a reasonable minimum.

Feedback

Finally, with such a widely-experienced and diverse membership, it can be difficult to make every minute of training meaningful for everyone, but the very useful feedback that you have provided following training events does suggest that our programmes are widely welcomed and enjoyed. Your feedback is key to the development of relevant and engaging future training. I encourage you to always provide feedback after each training event.

I very much hope that you find your judicial training in 2020/21 to be both informative and enjoyable.

David Jackson
Regional Judge

General Information

Information about the Prospectus and LMS for all Judicial Office Holders

The following note is intended to explain the way in which the Judicial College organises judicial training Judicial Office Holders (JOH) following the launch of the new Prospectus which we hope will help you to understand how the prospectus-based system will work.

Judicial College Training Year

The College training year runs from 1st April – 31st March. This Prospectus relates to training year April 2020 to March 2021.

Allocation of Courses

Before the prospectus was published, you will have been invited to attend courses by email. This system often resulted in late notification of courses which could make it difficult to arrange attendance at training around your allocated sittings. In line with the majority of tribunals, the Property Chamber has published a prospectus that provides details of all available courses for the Training Year 2020-21. The majority of courses can now be found in the Prospectus. Therefore, it is incumbent upon every JOH to determine their training needs and the opportunities to fulfil that requirement from within the prospectus.

Learning Management System (LMS)

JOHs will need to log on to the LMS to book their own attendance on a course.

Individual Training History

JOHs are able to use the LMS to establish when they last attended training. This will help you to identify what training you need in the current prospectus year.

Booking your course

When choosing your courses please ensure that you do not book a course on a day when you have indicated that you are available for sitting. Attendance at the seminar you book takes precedence over all other commitments unless there are very exceptional circumstances.

Cancellations

If for any reason you wish to change your booking please contact the College by email.

Late requests for excusal from attending a course will only be granted in very exceptional circumstances, especially since the College incurs cancellation charges for unused accommodation. Cancellation within a week of the seminar incurs 100% cancellation charge, which usually amounts to about £200 for a residential seminar and is therefore a real waste of precious resources. The College reserves the right to recharge these wasted costs in appropriate circumstances.

Pre-Course Materials

Pre-Course materials will be available on the College's Learning Management System (LMS) approximately 2 weeks in advance of the course. A printable version will be saved for you to print out if required. If you prefer to bring a laptop or tablet to

seminars so as to reduce the amount of printing please download the document onto your laptop/tablet so it is easily accessible when you get to the venue.

CPD Points

Full details of the availability of CPD points will be provided in seminar programmes. To be eligible for CPD points you must attend the entire course.

Feedback

The feedback form is in electronic format on the LMS. After the end of the course you will receive an email directing you to the form and asking you to complete and submit it as early as possible. It will be available on the LMS for 10 working days and will only take a few minutes to complete. Your feedback is essential to developing training for the future.

Fees and Expenses

Training fees, for those entitled, are paid automatically after the course. If you are a part-time MOJ Salaried member and you are attending this training on your non-working day please let us know so we can arrange for your payment to be made.

All expenses claims must be submitted on a monthly basis and no later than 3 months after the training course. Claims made after this time will be submitted to your Regional Judge and will only be authorised in exceptional circumstances. An explanation of why the claim is late must be attached to the claim. Late claims delay processing and payment. Payment of late claims will be limited to the current and previous tax year. Subsistence is not paid for attending training as appropriate refreshments are provided.

All reasonable travel expenses incurred in attending the course will be covered. If you need to travel by air, authorisation is required before travel takes place.

Accommodation

You no longer need to seek approval to book accommodation from the Judicial Training Team. It is now the responsibility of individuals to make the decision if accommodation is required, taking into account the 7am ruling as follows:

The Tribunal cannot pay for any overnight accommodation for the night before a training course unless travelling to the venue on the day would entail commencing your journey before 7am. It is generally accepted that if you must leave before 7am an overnight stay is reasonable. What is considered “reasonable” will depend on various factors such as the method of travel, the time of year and the road conditions.

On this basis, if accommodation is required, arrangements can be made via Redfern Travel providing you have registered first.

Please note that the accommodation limit in London is £120 including VAT and outside of London is £100 including VAT based on a bed & breakfast rate per night.

Residential Events

Please note that if you have requested accommodation for the night prior at any residential 2/3 days event, this being either residential Training or Induction Training, both nights will be booked for you by the Judicial Training Team.

Book a Place

Please find below a summary of all Property Chamber Tribunal training seminars available in 2020-2021. To book onto your chosen seminar please click the date.

Regional Training - Bookings open from 1st October 2019

Eastern Region - June 2020

Northern Region - June 2020

Southern Region - October 2020

London Region - November 2020

Midland Region - February 2021

CPR & Deployment Training - Invite only, you will be notified via email when bookings are open

June 2020

Legal Developments Seminar - For RPT Tribunal Judges and Valuer Chairman

December 2020

CPD5 Training - Invite only, you will be notified via email when bookings are open

October 2020

November 2020

February 2021

Land Registration Training

LR Annual Conference - March 2021

LR Mediation Training - March 2021

Inductions

Valuer Chairmen Induction - May 2020

Valuer Member Induction - May 2020

Professional Member Induction - May 2020

MH Core Course Prospectus 2020 - 2021

Foreword

Core Prospectus 2020-2021

I am very pleased to be able to invite you to attend the first year of an entirely new Core Course, which will run between April 2020 and March 2023.

Building upon the very positive response to the last three years' course, which involved an internationally-renowned guest speaker, we have this time been able to secure the attendance of Professor Dinesh Bhugra, Emeritus Professor of Mental Health and Cultural Diversity at the Institute of Psychiatry, Psychology and Neuroscience at King's College London, who will be speaking about transcultural psychiatry. We will also have the opportunity to hear from MIND and to hear their view of the patient perspective. In addition, we will of course include a legal update for you all, as well as sessions enabling us to concentrate on older patients and prisoner patients. Finally, you will again have the opportunity to hear an update from the Deputy Chamber President and to focus on our own welfare as judicial office holders. Hopefully, there is something for everyone and much for you to enjoy and benefit from. As ever, this course is intended to be highly relevant to your role within the Mental Health Tribunal.

All members are invited to attend the Core Course once in its 3-year cycle and you have been requested to book onto the Core Course this year. Attendance at this course will fulfil your training requirement for the 2020/21 training year.

You have a choice of 4 dates to choose from. However, you are expected to choose the event closest to your home unless there is a specific reason why you cannot attend on that date. If this is the case you will be asked to provide justification as to why you have chosen an event that is further for you to travel to.

Attendance

Please note that attendance at 2 training days a year is a requirement of continuing membership of the MH Tribunal for all judges and members, and that attendance at training events is monitored. Judge Hinchliffe wrote to all judges and members on 11.4.11, and in that letter he said the following: 'All our judges and members must complete 2 full days of training every year. Indeed, if a judge or member fails to complete their mandatory training in any given training year then, unless there are compelling reasons, they can expect to be completely stood down in the next sitting year until the full two days have been satisfactorily completed.' Judge Johnston, our new Deputy Chamber President, and I hold the same expectation of you all.

I look forward to seeing you at a Core Course in the coming year.

Carolyn Fyall, Training Lead

Important Information

Accommodation and Cancellations

The course is a residential event, and accommodation will be booked for all delegates for the night during the course. Cancellation charges or full payments for unused rooms are very expensive for the department, so you will be asked to confirm whether you require this room on the LMS booking form once you have chosen your date.

MHT cannot pay for any overnight accommodation for the night before a training course unless travelling to the venue on the day would entail commencing your journey before 7am. It is generally accepted that if you must leave before 7am an overnight stay is reasonable. What is considered “reasonable” will depend on various factors such as the method of travel, the time of year and the road conditions.

If you have requested accommodation for the night prior at any residential 2/3 days event, this being either Core Course Training or Induction Training, both nights will be booked for you by the Judicial Training Team.

Should you need to cancel your attendance at the event you will need to contact the Loughborough Judicial College team with reasons for the cancellation and they will discuss your options for training with you. Late cancellations will only be granted in very exceptional circumstances, especially since the College incurs cancellation charges for unused accommodation. Cancellation within a week of the seminar incurs a 100% cancellation charge, which usually amounts to about £200 for a residential seminar and is therefore a real waste of precious resources. The College reserves the right to recharge these wasted costs in appropriate circumstances.

When completing any availability form for the period covered by your chosen event, please ensure that you do not indicate your availability for a sitting, because this course must take precedence over sitting.

Fees & Expenses

Your training fee will be paid automatically after the event. If you do not want to receive a fee for attending this course please notify the Loughborough Judicial College team as soon as possible.

All expenses claims must be submitted on a monthly basis and no later than 3 months after the training event. Claims made after this time will be submitted to the Chamber / Deputy Chamber President, and will only be authorised in exceptional circumstances. An explanation of why the claim is late must be attached to the claim. Late claims delay processing and payment. Payment of late claims will be limited to the current and previous tax year.

All reasonable travel expenses incurred in attending the course will be covered. If you need to travel by air, authorisation is required before travel takes place.

Facilitators

To enable small group sessions to work well, it is important that each group has a facilitator to help the group to work through case studies that have been prepared by the trainers. The trainers will normally prepare additional notes for the facilitators to help them with this and will also offer to meet facilitators immediately before the

course starts, so that facilitators are fully briefed on what to do. If you are willing to be considered as a facilitator, please complete the section on the booking form to say so. The training team will contact delegates who have been selected by the Trainers as facilitators at least one week before the event to give them the additional notes that have been drawn up by the trainers.

Please Note: If you have attended the facilitators training course run by Judicial College you will be expected to facilitate at events you attend if there is a need for you to do so.

CPD

The course carries CPD points, as required by various professional bodies. The generic chart that is included provides the most up to date information that we have available in this regard. To be eligible for CPD points you must attend the entire event.

Profession	CPD Hours*
Barristers	Individuals must maintain their own CPD logs. The college does not issue individual certificates or notify the Bar Standards Board of attendances. However, you will need to sign a form in person before you leave the seminar for college compliance purposes.
Psychiatrists	A letter confirming attendance will be available from the training team in attendance at each event, for those members who require one.
Social workers	No specific CPD hours are attached to the courses, but they are recognised as satisfying part of a social worker's CPD requirement. For further information contact the Health and Care Professions Council, Park House, 184 Kennington Road, London, SE11 4BU. Telephone 0207 820 9684. Website www.hcpc-uk.org A letter confirming attendance will be available from the training team in attendance at each event, for those members who require one.

Course Details

The programme for the event is intended to give you relevant and necessary legal, medical and social updates, as well as fresh information relevant to your work in this jurisdiction.

The Core Course will run over two days, starting at 10am on the first day and finishing no later than 3.30pm on the second day. Written course materials that need to be read before you arrive will be available on LMS approximately 2 weeks in advance of the course, and you will be sent notification to confirm when this is available. Your trainers will keep preparation time to a reasonable minimum.

Course Aim:

- To enable Tribunal members to be up to date in terms of current medical, social and legal issues relevant to our jurisdiction, to reflect upon the social context in which Tribunals are heard and share knowledge and experience amongst colleagues

Learning Outcomes:

By the end of the course, you will be able to:

- Recognise current legal developments that are relevant to your own Tribunal hearings, and apply the up-to-date law
- Have a better understanding of how psychiatric diagnoses and treatment can have differing impacts on various cultural groups
- Be aware of how best to remain resilient in our often-challenging working lives as Tribunal members
- Using up to date knowledge of psychiatric and social work issues relating to older people, apply that knowledge in your Tribunal decision-making
- (For those who sit on restricted cases) Understand the legal issues relating to prisoner patients, and how the Tribunal interacts with the Parole Board
- (For unrestricted Judges) Be able to draft more effective directions.

Skills and Abilities:

- Assimilating and Clarifying Information
- Working with Others
- Exercising Judgement
- Possessing and Building Knowledge
- Communicating Effectively

Dates

May 2020

June 2020

December 2020

February 2021

Mental Health Tribunal Prospectus 2020-2021

Foreword

On behalf of your Training Committee, I am very pleased to introduce our next MHT training programme, which runs from April 2020 to March 2021. I understand from the training team in Loughborough that you are increasingly comfortable with accessing the prospectus and booking your choice of courses with the Learning Management System (LMS); it is proving an efficient way of ensuring that your requests for training can be processed quickly, giving you the choice of learning opportunities depending on your preferences and needs (particularly if you book early) and the certainty of arranging this to suit your busy diaries.

Specific information about how many days you are required to book is given in the general information pages in the prospectus. As you will be aware, a few of our courses are appropriately restricted to specific categories of membership, but most courses are open to all.

Most of the newer courses introduced in the past few years have been retained and will be repeated this year, to give as many of you as possible the opportunity to undertake these training opportunities. In addition, we have three new courses this year – Article 6 and ensuring a fair ‘trial’; LGBTQ+ awareness; and an entirely new Risk course. Please check the summary of courses to find out more about each of these; this summary should also help you to identify which of the courses best suit you and your training needs. You will also see that we are running more courses than ever, to accommodate the fact that there are now over 1000 current members of our Tribunal. As previously, we have ensured that successful and relevant courses are repeated, usually in different parts of the country to last year, with the aim of providing a pertinent, up-to-date and varied selection of high quality training, whether you are an older member or new to the Tribunal, in venues that are accessible to you.

In response to the popular decision last year to use more venues close to city centres and mainline railway stations, we are seeking to repeat that as far as we can this year. Unfortunately, for the same public finance issues that as MH Tribunal members we are used to seeing the effects of in our daily work, our very hard-working administration team do not have the same choice of venues available for them to use.

Expressions of interest have led to a wider range of members offering to participate in training courses, and we remain very fortunate to have such a good range of members able to deliver excellent relevant training. I want to express my thanks to those who have led our training this year, and also participated in the Training Committee. I do want to keep this training fresh and relevant, and would very much encourage any of you who have ideas about new or different training that we can usefully provide, or who have heard good speakers who are relevant to our work, to contact me directly with these suggestions. This led directly to the new courses I can offer you this year, and I hope to hear from you again with ideas about training that you would like.

It’s obviously sensible for all members to receive broad relevant training, and we do need to offer everyone a fair opportunity to attend our courses; equally we need to make best use of our budget. So, unless there is good reason to do so, we ask that

you do not re-attend a course that you have already been on in the last two training years. The programme shows which courses are new courses; the others are updated but repeated courses. If you feel that you need to re-attend a course that you have done within the last two years, please contact me by e-mail with your reasons and I will need to confirm if that is agreed before you book a repeat course on LMS. My e-mail address is TribunalJudge.Fyall@ejudiciary.net, and you will need then to forward my confirmation to the Loughborough Judicial College team at MH.Training-Judicial.College@judiciary.uk as well as then continuing with your booking on LMS.

Please only choose courses that you are confident you can attend rather than trying to swap to another course nearer the time. Of course there are exceptional circumstances where changes may be necessary, but changes incur additional administrative work and cancellation and re-booking charges are often charged by venues. As our budget is entirely met from public funds, there are considerable current pressures upon this, and these prevent us being as flexible as we would like. When choosing your courses please ensure that you do not book a course on a day when you have indicated that you are available for sitting; alternatively please contact the MHT booking team to alter your availability. Once you are booked on a course, this must take precedence over sitting.

Members in their last year of service

In relation to judicial office holders in or approaching their final year of service with the jurisdiction, training remains compulsory. Please note the following guidance:

If there are no training dates offered before your anticipated retirement date, please do not book unless you are subsequently granted an extension of service; in that case, please book 2 days of training as soon as possible.

If you are to retire on or before 1st September, please book at least one training day before your anticipated retirement date; if you are then granted an extension beyond that, you should then book your remaining day.

If you are due to retire after 1st September, please book both dates, using the whole offer within the Prospectus. If you are then granted an extension, your 2 days of expected training will be booked; if not and you retire before an outstanding training date, please let the Loughborough Judicial College team know as soon as possible at MH.Training-Judicial.College@judiciary.uk and we can cancel you from that course and re-allocate the place.

If you have any questions about this, please contact me directly.

Course materials

You will know from the training courses that you have undertaken since April 2016 that we have now gone through a major change in how course materials are provided to you. Rather than receiving printed materials through the post, these are now provided to you via LMS, two weeks in advance. It is now up to you whether you choose to print these in advance, or download them to your electronic device so they are available to you during the day. Although the Loughborough team have made great efforts to try to ensure that all of our training takes place at venues with good wifi connections, we still strongly advise that you do not rely upon the venue wifi,

because of inevitable on-the-day glitches and disappointments, and it is our strong recommendation that you download these prior to setting out.

It is now very much your responsibility to do so. Our trainers have been given clear instructions and will do their best to keep reading (and preparation time) to a reasonable minimum and you will not be expected to print off or download more than 50 pages of materials.

My own experience of attending as trainer and delegate at many courses over the past year is that this system is now well-understood and accepted by the vast majority. For those stragglers who have been more reluctant to embrace the new world, please do be aware that there is no chance that you will be able to obtain spare copies at the venue itself. I do know that sometimes there can be unexpected problems with printers or home wifi connections to LMS the night before training, so my advice is that you should print the materials or to download these at least a few working days before the training event so that any problems can be resolved in good time.

And finally...

With such a widely-experienced and diverse membership, it can be difficult to make every minute of training meaningful to everyone, but the very useful feedback that you have provided following training events does suggest that our programme last year was widely welcomed and enjoyed. Much of that is down to your enthusiasm and your understanding that we are aiming to support you to do your very best in what is a challenging, important and always-fascinating jurisdiction.

Thank you for that. I do hope that you enjoy your training this year too.

Judge Carolyn Fyall
Training Lead and Chair, MHT National Training Committee

General Information (Important Information)

Attendance Requirements

Please note that attendance at 2 training days a year is a requirement of continuing membership of the MHT for all judges and members, and that attendance at training courses is monitored. Judge Hinchliffe wrote to all judges and members on 11.4.11, and in that letter he says the following: *'All our judges and members must complete 2 full days of training every year. Indeed, if a judge or member fails to complete their mandatory training in any given training year then, unless there are compelling reasons, they can expect to be completely stood down in the next sitting year until the full two days have been satisfactorily completed.'*

Cross-ticketed members

Some MHT members also work elsewhere within HESC, and to avoid such members having to attend too many training days, Judge Sycamore has agreed that any such member who sits within MHT should do one day from our programme in addition to balanced training from that provided in their other HESC tribunal(s). These members should follow the LMS prospectus guidance in terms of their training/booking but will need to book **one** day only from this programme.

Restricted Patient Panel (RPP) members

RPP Judges have a one-day specialist RPP course again this year. Those who are due to attend will receive a separate invitation in relation to this training but need to book **one** other day from the prospectus.

Being a Facilitator

To enable small group sessions to work well, it is important that each group has a facilitator to help the group to work through case studies that have been prepared by the trainers. The trainers will normally prepare additional notes for the facilitators to help them with this and also offer to meet facilitators immediately before the course starts, so that facilitators are fully briefed on what to do. If you are willing to be considered as a facilitator, please tick the box on the booking form to say so. The training team will notify you at least one week before the course to advise whether you are required to facilitate and will notify you how to access on the LMS the additional notes that have been drawn up by the trainers.

Please Note: If you have attended the facilitators training course run by the Judicial College you will be expected to facilitate at courses you attend if there is a need for you to do so.

Booking your course

When choosing your courses please ensure that you **do not** book a course on a day when you have indicated that you are available for sitting; alternatively please contact the MHT booking team to alter your availability. Attendance at the seminar you book takes precedence over all other commitments unless there are very exceptional circumstances.

If you are applying to repeat a course that you have done within the last two years please contact Judge Carolyn Fyall at TribunalJudge.Fyall@eJudiciary.net with

reasons why you feel there is a need to re-attend the course and forward any confirmation from her to the Loughborough Judicial College Team at MH.Training-Judicial.College@judiciary.uk.

Cancellations:

If for any reason you wish to change your booking please contact the College by email at MH.Training-Judicial.College@judiciary.uk. The course organiser will either cancel your booking and request that you book an alternative or refer the request to the Deputy Chamber President or Training Judge.

Late requests for excusal from attending a seminar will only be granted in very exceptional circumstances, especially since the College incurs cancellation charges for unused accommodation. Cancellation within a week of the seminar incurs 100% cancellation charge, which usually amounts to about £200 for a residential seminar and is therefore a real waste of precious resources. The College reserves the right to recharge these wasted costs in appropriate circumstances.

Reasonable Adjustments:

We are no longer able to hold any historical information relating to any special mobility or dietary requirements. Any delegate booking onto future training events via the LMS will be required to provide full details of any special requirements they may have for each specific event. This includes requests for specific equipment, accommodation, interpreters and any other requirements necessary to enable attendance at a training event. You will be asked to provide this information as part of your booking, please answer the question as fully as possible. If you have any queries relating to reasonable adjustments, please contact the training team on SSCS_CIC.Training-Judicial.College@judiciary.uk

Pre-Course Materials:

Pre-Course materials will be available on the College's Learning Management System (LMS) approximately 2 weeks in advance of the course. A printable version will be saved for you to print out if required. If you prefer to bring a laptop or tablet to seminars so as to reduce the amount of printing please download the document onto your laptop/tablet so it is easily accessible when you get to the venue.

CPD Points:

Full details of the availability of CPD points will be provided in seminar programmes. To be eligible for CPD points you must attend the entire course.

Feedback:

The feedback form is in electronic format on the LMS. After the end of the course you will receive an email directing you to the form and asking you to complete and submit it as early as possible. It will be available on the LMS for 10 working days and will only take a few minutes to complete. Your feedback is essential to developing training for the future.

Fees and Expenses:

Training fees, for those entitled, are paid automatically after the course. **If you do not wish to receive a fee for a particular course please email the Loughborough Judicial College Team (MH.Training-Judicial.College@judiciary.uk) as soon as possible.** If you are a part-time MOJ Salaried member and you are attending this training on your non-working day please let us know so we can arrange for your payment to be made.

All expenses claims must be submitted on a monthly basis and no later than 3 months after the training course. Claims made after this time will be submitted to the Chamber / Deputy Chamber President, and will only be authorised in exceptional circumstances. An explanation of why the claim is late must be attached to the claim. Late claims delay processing and payment. Payment of late claims will be limited to the current and previous tax year. Subsistence is not paid for attending training as appropriate refreshments are provided.

All reasonable travel expenses incurred in attending the course will be covered. If you need to travel by air, authorisation is required before travel takes place, please email MH.Training-Judicial.College@judiciary.uk.

Accommodation:

You no longer need to seek approval to book accommodation from the Judicial Training Team. It is now the responsibility of individuals to make the decision if accommodation is required, taking into account the 7am ruling as follows:

The Tribunal cannot pay for any overnight accommodation for the night before a training course unless travelling to the venue on the day would entail commencing your journey before 7am. It is generally accepted that if you must leave before 7am an overnight stay is reasonable. What is considered “reasonable” will depend on various factors such as the method of travel, the time of year and the road conditions.

On this basis, if accommodation is required and you wish to book with Corporate Travel Management (CTM), you can do this via the new online booking platform for travel and accommodation called DigiTS on the Judicial Intranet.

Residential Events:

Please note that if you have requested accommodation for the night prior at any residential 2/3 days event, this being either Core Course Training or Induction Training, both nights will be booked for you by the Judicial Training Team.

Confidentiality Rules and Copyright

1. These rules apply to:
 - a) Any training event conducted by or on behalf of the Judicial College ('the College'); and
 - b) Any training materials produced by or for the use of the College.
2. In these rules:
 - Participant means anyone who participates in a training event except a presenter;
 - Presenter means anyone who makes a presentation included at the event;
 - Judicial office holder means any judicial office holder whom the Lord Chief Justice, the Senior President of Tribunals or the Chief Coroner is responsible for training (this includes, for these purposes, coroners' officers, for whom the College has a training responsibility).
 - Author means anyone who produces training materials for the use of the College; and
 - Training materials means any training materials produced for the use of the College.
3. Anything said by a participant or presenter may not be disclosed outside the training event except where rule 4 applies.
4. This rule applies to anything said by a participant or presenter which:
 - is disclosed with the express consent of the participant or presenter: or
 - any participant or presenter is under a professional duty to disclose.
5. The identity or affiliation of a participant may not be disclosed but that of a presenter may be disclosed.
6. A judicial office holder may not disclose any training materials to a person who is not a judicial office holder without the express consent of the author and the College.
7. The following copyright notice and principles apply to all Judicial College materials regardless of whether on-line, electronic, hard copy or provided at a course:

"The materials used by the Judicial College, are subject to copyright. The Judicial College has the benefit of the copyright in materials and in some cases the copyright may be owned by third parties. Therefore materials should not be disseminated without the prior consent of the Judicial College as any unauthorised use or dissemination may constitute an infringement of copyright. Recipients of materials are reminded that the content of the materials is confidential and therefore any dissemination may also be in breach of the recipient's duty of confidentiality to the Judicial College. This material is not being made available under Re-use of Public Sector Information Regulations 2015"

Summary of Courses

Please find below a summary of all one-day MH Tribunal training courses available in 2020-2021. To book onto your chosen event please click the date.

Adjournments, Recommendations and Withdrawals - All Judicial Office Holders

How should we approach applications for an adjournment, a recommendation, or a withdrawal? How confident are we in terms of the wording of any adjournment directions? For recommendations, when should we make formal or informal recommendations? In terms of withdrawals, what's the law, and what are the capacity issues that we must consider (and ask about)? This is the focus of the course. Delegates will be given specimen directions as 'take-home' materials for future use.

December 2020

March 2021

Article 6 & Ensuring a Fair Hearing - All Judicial Office Holders

The MHT is primarily directed at ensuring a person's article 5 rights, but we must also be aware of article 6 of ECHR - the right to a fair hearing. This training will focus on the barriers to offering a fair hearing, and seek ways to overcome them. It will follow the patient's journey through the Tribunal process from making an application through to reading the Tribunal's decision. The course will include the use of some didactic teaching, input from a service user and the experience and wisdom of delegates.

September 2020

Autism Spectrum Disorders from the Inside - All Judicial Office Holders

This training gives all categories of member an opportunity to hear directly from people who both work with and those who have personal experience of Autism Spectrum Disorder. During the day members will be updated by clinicians on treatments, and have the opportunity to discuss scenarios in small groups. Hearing from those with personal experience of autism spectrum disorder gives members the opportunity to consider their own practice and what further adjustments can be made to ensure fair hearings.

September 2020

November 2020

Back to Basics - All Judicial Office Holders

The course title is 'B2B' and it is aimed at both recently appointed Tribunal members and those who want a refresher. It is an opportunity, in addition to interactive lectures, to review the main statutory criteria and rules in a new way – with group discussions about your own 'war stories' and with a filmed tribunal hearing. You will be asked to note good and poor practice points whilst you watch the hearing. The pre-course work is simple: think of an issue you've had at a hearing which has been a challenge for you and bring it for discussion. B2B is Back to Basics.

September 2020

February 2021

Being a Judicial Decision Maker - All Judicial Office Holders

This course is specifically targeted at all members of the Tribunal. By means of analysing extracts from a true to life film of a hearing we provide an opportunity for delegates to reflect upon factors that may affect their performance in hearings and in making decisions which will hopefully mean that those attending may avoid some of the pitfalls that anyone can fall foul of in the future.

June 2020

January 2021

Communicating Effectively - All Judicial Office Holders

For all members of the Tribunal, but please note that this course is best suited for those who enjoy learning by experience, rather than by sitting and listening to a lecture. Experiential exercises, discussion and reflection are used to enable delegates to develop their understanding of the specific needs of particular groups and assist in their ability to communicate effectively with individuals from different cultural backgrounds, with physical or sensory impairments or individuals with learning disabilities.

June 2020

March 2021

Decision-making and Reasons Writing - All Judicial Office Holders

This course is specifically targeted at all members of the Tribunal. By concentrating on guidance from the Upper Tribunal, looking together at example decisions, and practical exercises, we provide an opportunity for Judges to reflect upon and better develop their writing of decisions, and for non-Judge members to understand how best to assist in this process and to ensure that their views are fully reflected.

October 2020

November 2020

Developments in MH Law for Legal Members - Tribunal Judges only

Offers an opportunity for Judges to fully concentrate on the relevant updates of law and guidance. Particularly relevant for Judges new to this Tribunal or for those who do not currently practice in MH law outside the Tribunal. This course includes a session of reflective peer learning amongst Judges in small groups, taking the opportunity to learn from each other and how we handle difficult issues.

September 2020

February 2021

Law for Non-Lawyers - Non Legal Members only

The course provides our specialist and medical members with refresher training on the relevant parts of the Mental Health Act and the procedure rules. The course also looks at case management, how the Tribunal applies the burden and standard of proof and how it assesses evidence in order to enable it to make high quality decisions. Case studies, based on real cases provide delegates with opportunity to practise their skills and consider their options when presented with choices.

October 2020

LGBT Issues in the Tribunal - All Judicial Office Holders

This exciting new course has been developed as part of HMCTS commitment to equality and diversity. This one day course explores LGBT+ perspectives on mental health and potential considerations for Tribunal Members. We hope that it will provide an opportunity: for Members to reflect on: the issues that impact on LGBT+ mental health and well-being; experience of and outcomes from mental health services; and assessing and weighing evidence with respect to the statutory powers of the Mental Health Tribunal. Learning will be means of a blended learning approach including information slides, audio-visual presentation, interactive group exercises discussions and case studies.

June 2020

Mental Capacity and the MH Tribunal - All Judicial Office Holders

The purpose of this course is to familiarise Tribunal members with the core concepts of mental capacity, and the Mental Capacity Act 2005, and how they impact on our role as Mental Health Tribunal members. How the issue of mental capacity is relevant to the patient's ability to bring an application to the Tribunal. How the patient's capacity to appoint a representative and thereafter to conduct proceedings is approached. Then we move into the interface between the MHA and the Mental Capacity Act and its DOLS. Firstly, to understand the importance of substituted decision making across the board, but then to see how it overlaps with issues concerning deprivation and restriction of liberty. The course then considers the overlap where MHA sections apply in the community- s.17 leave, CTO, guardianship and conditional discharges and how to consider how to harmonise the procedure in the Tribunal with proceedings in the Court of Protection. At the end of the course, it is hoped members will be more comfortable and certainly less perplexed when mental capacity issues arise in the course of hearings.

November 2020

The Nightmare Hearing - All Judicial Office Holders

An opportunity for all categories of member to work together and learn from experience through practical and real examples of difficulties we come across on our worst days in this job. Includes sessions with scenarios and reflection through discussion on a variety of issues, including the challenges of CAMHS cases and whichever concerns members bring themselves to this day.

November 2020

January 2021

RPP Awareness - Non Legal Members only

What do we mean by ‘protecting the public’? What tools do we need to determine the risk of grave offences being repeated or family members being placed at risk of harm? Aimed at the non-lawyer members, this course provides delegates with a greater understanding of the decision-making process in RPP cases getting to grips with the concept of public protection. This course is best suited to those who enjoy learning by discussing cases with colleagues, gaining from their experience and wisdom. Through the use of a revealing life story video of a restricted patient’s journey back to the community delegates will be able to ponder the difficulties they will encounter in the more challenging decisions where public protection is key.

January 2021

Restricted Patients Panel Training - RPP Judges only

This regular course, for Restricted Patient Panel judges only, will update members as to developments within the Tribunal and the law. They will hear about the role of the social supervisor, something of particular relevance in relation to applications for absolute discharge by conditionally-discharged patients, and there will be guidance and discussion as to the problems which can arise as to legal representation at hearings. A Tribunal member who also sits on the Parole Board will speak about that jurisdiction, and its current and possible future connection to our own. There will be two cases studies, to enable members to apply to scenarios the principles discussed earlier during the training day. The day will conclude with a joint presentation on medical treatment, which will deal with both medication and talking therapies. In addition to the specialist topics discussed, there will be ample opportunity for questioning of speakers, and discussion amongst the membership.

December 2020

Thinking About Risk - All Judicial Office Holders

This course is for all Mental Health Tribunal members. The MHT faces questions about risk every time we sit and so it is important that our perspectives on risk are challenged and refreshed on a regular basis. The course begins with a presentation on the case of JB, a 55-year-old man from Bristol who was discharged by the tribunal from detention in a private hospital (under section 2) on 6 July 2016. In the early hours of the following morning he murdered a fellow resident in their supported house. The facts of the case are examined to see what learning points might arise. A presentation on the social care perspective on risk in mental services follows, attempting to move thinking beyond ‘the risk paradigm’. Small group discussion about the questions raised in the two presentations takes place before lunch. Next there is a wide-ranging two-part presentation on the concept of risk and its application to clinical practice and the tribunal. The presentation is punctuated by a dramatic monologue concerning a service user in a forensic setting. The day ends with an open discussion about risk with the trainers.

June 2020

November 2020

Safeguarding and Social Care Update - All Judicial Office Holders

In the constantly changing landscape of health and social care duties (and acronyms), this course is an opportunity to refresh your knowledge of the obligations owed to patients outside hospital; ensure you have confidence to secure the evidence about aftercare that is really required; understand safeguarding duties and how to respond when a patient is at risk from others. A mixture of lectures, practical case studies exploring what each member contributes to drafting directions, and discussion. For all categories of member.

September 2020

Specialist Medical Members Training - Medical Members only

This course will provide specific clinical updates to several subject areas in psychiatry (changed each year) which are relevant to the Tribunal doctor. It will include updates on diagnostic criteria as well as pharmacological and psychological treatments for each subject area. There will also be a focus on the specific skills, abilities, requirements and role of the Tribunal doctor within the Mental Health Tribunal. This will include case based discussions and exploration of Tribunal dilemmas and conflicts within the Tribunal setting. There will also be opportunity for individual case based discussion and update on issues related to the role of the medical member.

September 2020

November 2020

January 2021

Cross Jurisdictional Training

The Judicial College is particularly proud of its two cross-jurisdictional seminars which address the craft of judging. These are popular courses, one of which has also been adapted for use overseas. The seminars accommodate only 36 judges at a time. These courses are only open to Tribunal Judges, and not to Medical or Specialist Lay Members. Run by the Judicial College, these are 2 day residential events, and delegates will be a mix of Courts and Tribunals judiciary, of various levels and experience; these courses are particularly suitable for those Judges who would like to progress their judicial careers. We are only allocated a small number of places on these courses each year, so we would urge anyone who is interested to book their place as soon as possible. If you are to book, please ensure that you are going to be able to attend the dates and venue given; it will be very difficult to re-allocate your place to another delegate if you subsequently cannot attend. The Cross Jurisdictional Training will count towards your training requirements, however you are still able to attend the Mental Health Training if you wish.

Business of Judging - Judges only

Traditionally the College's training for judges has been jurisdiction based, with separate seminars in civil, criminal, family, coronial law and various tribunal laws. However, there are many judicial skills which transcend the jurisdictions and are common to all of them. The highly successful Business of Judging course offers you an opportunity to develop these in a friendly, collegiate environment and to share your experiences with other courts and tribunals judges.

July 2020

March 2021

Judge as Communicator - Judges only

This course is a development of the Judging Today course which was run in May 2016. Whilst there have been several changes and improvements it remains fundamentally the same course. 'The single biggest problem in communication is the illusion that it has taken place' said George Bernard Shaw. In this seminar we seek to dispel the illusion using an interesting mixture of presentations and practical exercises involving an experienced team of course tutors.

From a MH Judge who recently attended: 'This course was excellent. The cross jurisdictional nature of the training made it all the more interesting. I quickly realised that regardless of where we sit, all judges encounter similar issues and it was interesting to pick up different techniques of dealing with problems. The relaxed and informal set up of the group work which was conducted in a group of 6 delegates or in pairs made it an enjoyable and fun 2 days. There was a lot to get through but it did not seem to drag on; it was both informative and enjoyable and the collegiate atmosphere put me at ease.'

September 2020

January 2021