



FLEXIBLE
LEARNING
OPTIONS

OPEN TO
LAWYERS AND
NON-LAWYERS



DIPLOMA CENTRE CERTIFICATE IN ENFORCEMENT FOR PUBLIC BODIES

DIPLOMA CENTRE

CERTIFICATE IN ENFORCEMENT FOR PUBLIC BODIES

START DATE 24 October 2023

DELIVERY METHOD

Live online lectures on Tuesday 6pm to 9pm with interactive workshops on Saturdays. Lectures are recorded and available to view on demand.

FEE €1,725 (members) €1,900 (non-members)

PROGRAMME STRUCTURE AND APPROACH TO LEARNING

This certificate is open to solicitors, barristers and trainees, and suitably qualified professionals who work in the area of enforcement or those who wish to transition to such roles. It provides participants with an overview of the rationale for regulation and the various methods of enforcement – civil and criminal enforcement as well as investigations and hearings. Additionally, the important area of challenges to decisions of a regulatory body is examined. There is a focus on enforcement notices, pitfalls to avoid and the key issues that affect the ability to enforce. Participants will critically evaluate sample enforcement notices and understand the consequences arising from a poorly drafted notice.

Practical skills workshops are an integral part of this certificate and will assist participants with honing their drafting skills, particularly when drafting letters of instruction and enforcement notices. There is a bonus module for non-lawyers to assist them with legal literacy skills.

Modules

The programme is based on the following module scheme:

Module 1: Introduction to Regulation Law

- Why regulate – rationale for regulation, overview of sectors and public bodies,
- The function of regulation, its various forms,
- Current issues in regulation.

Module 2: Methods of enforcement

- Overview of phases in the regulatory cycle
- Civil enforcement overview, enforcement in the Courts, challenges to processes,
- Enforcement/ the inquiry process, investigations, hearings, decision-making,
- Criminal enforcement.

Module 3: Challenges to decision of regulatory bodies

- Judicial review/appeals,
- Oversight of regulatory decisions,
- Emergency applications and injunctions.

Module 4: Enforcement and enforcement notices

- Pitfalls to avoid in the enforcement process,
- Key issues that affect the ability to enforce,
- Duty to give reasons and adequacy of reasons,
- Components of an effective enforcement notice,
- Consequences arising from a poorly drafted enforcement notice,
- Use of precedents.

Module 5: Writing and drafting skills

- Writing and drafting skills,
- Use of precedents,
- Writing a letter of instruction – key features,
- Drafting an effective enforcement notice,
- Sample notices.

Module 6: Legal and literacy skills

- Legal writing,
- Legal citations,
- Online sources, law reports.

Module 7: Enforcement by sector

- Social care and healthcare,
- Environmental and food safety,
- Justice, mental health,
- Financial services,
- Childcare.

Module 8: Data protection and Freedom of Information

- Data protection principles,
- Government data and public sector bodies,
- Sharing data between public bodies,
- Data protection v Freedom of Information,
- Managing subject access requests.

FACULTY

The teaching faculty for this certificate will be drawn from experienced legal practitioners and experts in the field of regulation and enforcement working in both law firms and public/regulatory bodies.

HOW TO APPLY

Lawyers are invited to apply online. Non-legal professionals are invited to submit their completed application form and CV by email. For further information on the application process see: [Certificate in Enforcement for Public Bodies](#)

CONTACT DETAILS:

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