

Intro to Unit 2 Business and Consumer Legal Frameworks

UNIT DESCRIPTION

This unit will provide you with the knowledge of business formation and the role of self-regulation as a means to maintaining compliance. You will explore the various agencies involved in this process.

You will learn about the role of business advice as a means to developing an environment of compliance and understand how compliance is achieved, including the concept of Primary Authority.

WHAT TO EXPECT

Courses are offered each year for this and all Units. You will be taught in line with the unit learning outcomes. It is also expected that you will undertake your own learning, by ensuring you are familiar with all areas shown in the unit syllabi (found on pages 3-4).

CPCF courses will use different learning delivery methods. You will have two classroom-based days with the trainer. Access to an on-line portal that provides you with on-going detailed course notes, inter block assessments, plus remote sessions, with the trainer and other trainees.

In addition to this, the trainer may choose to provide, via the on-line portal, videos or other learning materials, as they deem necessary; these additional learning materials will be provided throughout the duration of the course.

You are expected to complete all assessments/assignments, as notified to you, by your trainer. You will upload them for marking, by the designated deadline.

Written exam: You will register for Stage 1 and complete the associated 2 hour written exam and demonstrate the knowledge requirements for this subject.

Coursework: Case Study: The 2000-word case study will be submitted on-line using the system provided by CTSI. You may not take the written examination unless this piece of coursework is submitted.

UNIT INFO

Assessment types:

Written exam (2 hours)
Case Study (2,000 words)

Coursework Deadline:

1 March

[Resources information:](#)

Coursework questions
Previous examination papers
Guidance information

Unit designated learning hours:

135 hours (delivered by both training and self-learning hours)

Qualifications Team info:

Available Mondays to Fridays.
9am to 4pm

Team members

Alex Jones - Admin Assistant
Jackie Fisher - Team Executive
Marianne Rickwood - Coordinator
Rebecca Taylor - Coordinator

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CLASSIFICATION OF MARKS

All examinations are marked out of 100% and with a pass mark of 40%.

On passing an examination/coursework you will be graded with the following classifications: Distinction, Merit and Pass.

All effort should be made to gain the highest mark possible throughout the examining process.

Classification	Marks
Distinction	70-100%
Merit	60-69%
Pass	40-59%
Fails	0-39%

CPCF REGULATIONS AND POLICIES

All forms of assessment fall within strict regulations and you must ensure you understand and adhere to all regulation requirements.

The regulations that cover all aspects of the CPCF qualifications can be found on our website:

<https://www.tradingstandards.uk/practitioners/training-development/qualifications-resources#stage1info>

Please ensure you are familiar with all aspects within the regulations, taking particular notice of any area relating to examinations, coursework and deadlines.

CTSI will publish announcements surrounding the CPCF qualification from time to time. These are found here:

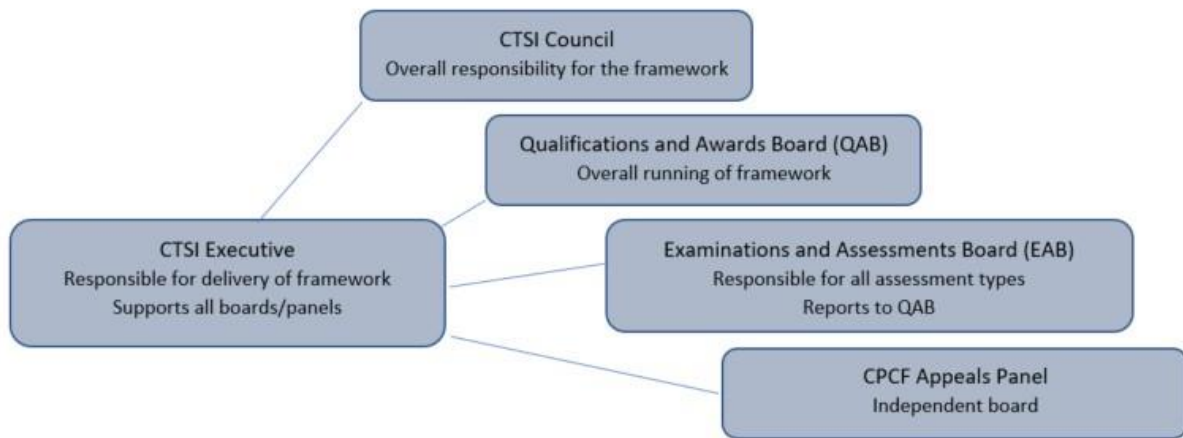
<https://www.tradingstandards.uk/practitioners/training-development/qualifications-resources#announcementupdates>

It is important that you are aware of any notifications provided by CTSI throughout the year to ensure you are meeting any/all requirements that the Executive or the Qualifications and Awards Board have put out.

GOVERNANCE

For more detailed information on the governance of the CPCF, you will find this within the regulations. Below outlines the governance structure approved by CTSI Council.

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UNIT SYLLABI

The examiners may expect candidates to show knowledge of legislation which is in existence but not in force, (i.e. Acts which have not finally been enacted, or Regulations which have not reached their commencement date) if it is directly and significantly relevant to the subject-matter of the examination.

Learning Outcomes:

At the end of this module, the candidate will be able to:

- Have the ability to compare and contrast business formation, different legal entities and the controls on each.
- Have knowledge in, and an appreciation of, the business environment and other factors which may influence the operation of the business.
- Understand the various consumer protection organisations, including trading standards, and how they act to maintain a fair-trading environment.
- Understand the different approaches to gain compliance and the tools available to regulators.
- Explain how safeguarding influences the work of a modern trading standards service.

Indicative areas of study

The following terms have been used to indicate the level of knowledge required in each element:

Detailed: To an in-depth level, and with a fine degree of distinction between the various concepts;

Working: The ability to apply the areas of knowledge to a trading standards environment;

Basic: Having an awareness of relevant legislation, organisations and concepts.

Assessments will reflect the requisite level of knowledge in each given area of the syllabus.

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Syllabus

Detailed knowledge of:

- The system of Primary Authority including different types of partnerships, assured advice, inspection plans and the roles of organisations within the scheme
- Different types of business entity that exist in the UK and their liabilities and controls

Working knowledge of:

- The role of regulation as a mandatory tool of Government
- Devolved government in respect of its impact on the consumer protection environment
- The role of regulators and the principles of good regulatory delivery
- Alternative approaches to prosecution
- How regulation and the way it is enforced can impact on the businesses regulated
- Factors that affect business approaches to compliance, including attitudes to costs and risk
- The impact and relationship between policy, trading standards services and the consumer protection landscape
- The use of voluntary controls such as self-regulation in business as a means to compliance
- Business groups, trade associations and good trader schemes
- Codes of Practice and their use within the consumer protection landscape
- Knowledge of the business environment within which Trading Standards operates
- The need to provide support and advice to assist business compliance and how to do this effectively
- Schemes such as Better Business for All and effective regulation to assist economic growth
- The role and responsibilities of partner organisations, including other regulators and their legal controls
- The range of UK consumer protection organisations (including BEIS, NTS), their function and use
- The architecture of regulatory frameworks and the Local Authority's role within it, including statutory functions and duties
- Structure and linking of trading standards services; locally, regionally and nationally
- Safeguarding issues that may be relevant in the course of work with businesses, including areas such as scams, public health, underage sales, doorstep crime and the protection of vulnerable consumers

Basic knowledge of:

- Intelligence, including what it is and how the Intelligence Operating Model is used within trading standards
- Risk assessment as a tool to secure compliance, including risk-based approaches to inspections
- The value of feedback from parties who are regulated by trading standards and the beneficiaries of regulation, such as consumers, in informing future activities

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Indicative Legislation:

- Regulatory Enforcement & Sanctions Act 2008
- The Regulators' Code 2014
- Enterprise and Regulatory Reform Act 2013
- Enterprise Act 2016
- Co-ordination of Regulatory Enforcement Regulations 2017
- Companies Act 2006
- Limited Liability Partnership Act 2000
- Limited Liability Partnerships (Application of Companies Act 2006) Regulations 2009
- Company, Limited Liability Partnership and Business Names (Sensitive Words and Expressions) Regulations 2014
- Company, Limited Liability Partnership and Business (Names and Trading Disclosures) Regulations 2015
- The Partnership Act 1890
- Limited Partnership Act 1907
- Limited Liability Partnership Act 2000
- Companies (Audit, Investigations and Community Enterprise) Act 2004