

## 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

Telephone: 01268 582242

Email: [qualifications@tsi.org.uk](mailto:qualifications@tsi.org.uk)

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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>

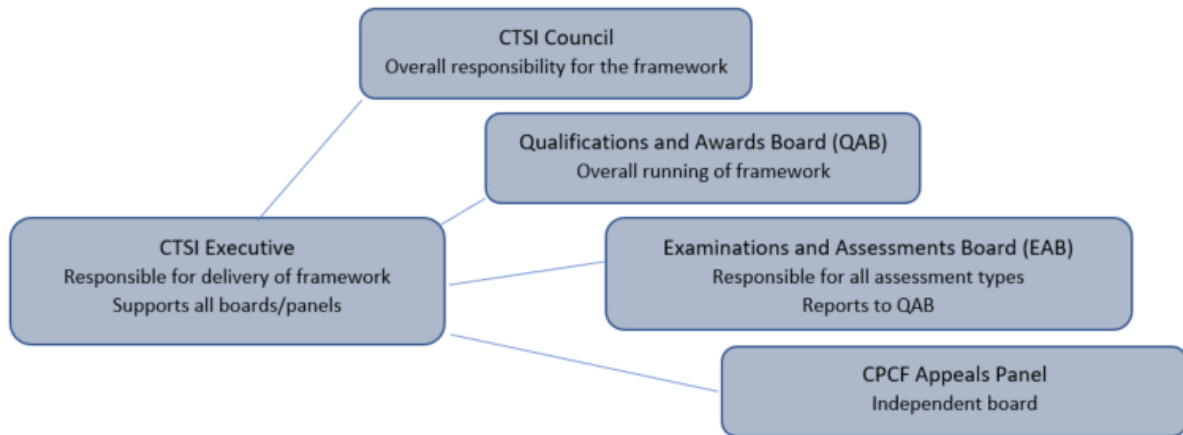
It is important that you are aware of any notifications provided by CTSI throughout the year to ensure you are meeting any/all requirements that the Executive or the Qualifications and Awards Board have put out.

### 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, (ie 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 student 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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## Intro to Unit 2 Business and Consumer Legal Frameworks

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### Syllabus

#### Detailed knowledge of:

- The system of Primary Authority and the concept of assured advice

#### Working knowledge of:

- Different legal entities, liabilities and statutory controls
- The different types of business entity that exist in the UK
- The role of regulation as a tool of Government
- The law and where it applies to businesses customers in the context of trading standards  
The role and responsibilities of partner organisations, including other regulators and their legal controls
- The architecture of regulatory frameworks and the Local Authority's role within it, including statutory functions and duties.
- Knowledge of the business environment they interact with
- How regulation and the way it is enforced can impact on the businesses regulated
- The factors that affect business approaches to compliance, including attitudes to costs and risk
- The need to provide support and advice to assist business compliance
- 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
- Better Business for All, and effective regulation to assist economic growth
- The range of UK consumer protection organisations (including BEIS, NTS), their function and use
- Structure and linking of trading standards services; locally, regionally and nationally
- Devolved government in respect of its impact on the consumer protection environment
- Safeguarding issues that may be relevant in the course of work, including Scams and Public Health

#### Basic knowledge of:

- Risk assessment as a tool to secure compliance, including scoring.
- The value of feedback from those they regulate, and the beneficiaries of regulation such as consumers in informing future activities

#### Indicative Legislation:

- Regulatory Enforcement & Sanctions Act 2008
- The Regulator's Code 2014

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#### Indicative areas of study

- Understanding the role of effective regulation as a tool of Government
- The principles of good regulatory delivery
- The role of Regulators
- Risk based approaches to inspection
- Alternatives to prosecution
- Mandatory and voluntary controls