

## FCA Regulation for HR Specialists

20 & 22 April 2021, 9:30am to 12:45pm. Remote delivery

Course fees: £625 + VAT per person. *Savings available for multiple bookings*

CPD: 6 hours

### Course Outline & Objectives

This focused workshop has been designed primarily for human resources specialists. It is intended to explain the implications of working in a regulated environment and, in particular, to address those aspects of the regulatory regime which have a direct impact on the HR function. This course is equally appropriate for delegates from FCA solo-regulated firms and from firms which are dual-regulated by FCA and PRA.

*Attending will help you:*

- Understand the nature of financial services regulation and **ensure you are up to date with the latest regulatory developments**, especially in relation to SM&CR
- **Examine the regulatory impact on the full scope of HR activities**, from recruitment through fitness and propriety, competence, performance, record-keeping and remuneration
- **Identify specific obligations which fall to HR** as a result of the regulatory requirements
- Highlight opportunities for using the regulatory framework as a vehicle for **demonstrating the value of the HR function to the business**
- **Benchmark your approach** and procedures against market good practice

### Who will benefit?

Although targeted primarily at HR professionals new to financial services and its regulation, this workshop is also appropriate for more experienced practitioners seeking a greater understanding of the regulatory requirements resulting from the implementation of the *Senior Managers and Certification Regime*. The workshop would also benefit operational managers who are assuming HR responsibilities and need to understand how these can be undertaken effectively while meeting regulatory obligations

### Training Approach

This course will be delivered via a real time slide-sharing and live audio-visual platform, accessible by desktop computer or laptop. Delegate numbers will be limited to ensure a high quality learning experience.

### Course Presenter

Charles Cattell is a consultant and trainer with extensive expertise across the financial services sector. He advises, trains and develops a broad range of financial services clients and their senior managers about the human aspects of regulation with a particular focus on managing people risk, the development of competence and expertise and the enhancement of corporate culture. His clients include banks, product providers, intermediary firms, and insurers with whom he works at a senior level on learning, leadership, regulatory and corporate governance issues. Charles also works extensively with trade associations, examining bodies and regulators, whom he has advised on competence and professionalism issues. He is a Chartered Fellow of the CIPD, a Chartered Member of the CISI and a Chartered Insurance Practitioner and an Associate of the CII.

## Course Programme

Session	Content
<b>The UK financial services regulatory framework</b>	<ul style="list-style-type: none"> <li>• Who are the regulators</li> <li>• Regulatory objectives and accountabilities</li> <li>• The nature of rules and guidance</li> <li>• Communicating with the regulators</li> <li>• The processes of supervision and enforcement</li> <li>• UK regulation in the European and global context</li> </ul>
<b>Development of the FCA rules governing people</b>	<ul style="list-style-type: none"> <li>• Overview of relevant regulation</li> <li>• Regulation versus employment law</li> <li>• Regulatory grip over firms and individuals</li> <li>• How the rules apply to different roles</li> <li>• Regulation, diversity and inclusion</li> </ul>
<b>Senior Management Arrangements, Systems and Controls</b>	<ul style="list-style-type: none"> <li>• Review of the contents of the SYSC Sourcebook</li> <li>• Identification of key controls operated by HR</li> <li>• The importance of reporting lines and role profiles</li> <li>• Records and what to keep</li> </ul>
<b>Senior Managers and Certification Regime</b>	<ul style="list-style-type: none"> <li>• Elements of the existing SMCR regime</li> <li>• Proposed extensions to the regime</li> <li>• Senior management responsibilities (including HR and culture)</li> <li>• Operating the certification process</li> <li>• Oversight by senior management</li> <li>• The Conduct Rules and Code</li> </ul>
<b>Recruitment, Fitness and Propriety</b>	<ul style="list-style-type: none"> <li>• Ensuring suitability and competence</li> <li>• Identifying risks and risk controls</li> <li>• The contents of the FIT Sourcebook</li> <li>• The role of HR as the overseer of Fitness and Propriety</li> <li>• Regulatory approval and the interview process</li> <li>• Regulatory references</li> <li>• What happens when someone's F&amp;P is in doubt?</li> </ul>
<b>Achieving, Assessing and Maintaining Competence</b>	<ul style="list-style-type: none"> <li>• Key elements of the Training and Competence (TC) regime</li> <li>• Using the TC Sourcebook as a source of good practice</li> <li>• Setting competence standards</li> <li>• Record keeping requirements</li> <li>• Evidencing initial competence</li> <li>• Performance management and CPD</li> </ul>
<b>HR Practice, Risks and Controls</b>	<ul style="list-style-type: none"> <li>• Amending contracts and policies</li> <li>• Performance management</li> <li>• Reporting to and supporting senior management</li> <li>• Exits and settlement agreements</li> <li>• Discipline and regulatory notifications</li> <li>• Whistleblowing</li> <li>• Record keeping</li> </ul>
<b>Remuneration</b>	<ul style="list-style-type: none"> <li>• The Remuneration Code and its application</li> <li>• Implications for compensation and benefits</li> <li>• Alignment with corporate governance requirements</li> </ul>
<b>Culture and people risk</b>	<ul style="list-style-type: none"> <li>• HR as a risk management function</li> <li>• Identifying people risks</li> <li>• Culture, conduct and welfare</li> <li>• Regulatory support for the Corporate Governance Code</li> <li>• Practical ways to assess culture</li> <li>• Overseeing and reporting on people risks and culture</li> </ul>

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