

Property Law & Practice 2023 / 24



THE DEFINITIVE,
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STUDY GUIDE FOR THE LPC

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Real Estate / Property Law & Practice

1. Taking Instructions	
1. Property Law Basics	p.1-4
2. Overview of the Conveyancing Process	p.5-8
3. Conduct Issues in Conveyancing	p.9-17
4. Undertakings	p.18-23
5. VAT in Property Transactions	p.24-25
2. Investigation of Title	
1. Investigation of Title	p.26-40
2. Example Title Register	p.41-42
3. Drafting Certificates of Title	p.43-49
3. Searches and Enquiries	
1. Searches - Overview	p.50-54
2. Essential Searches - Table	p.55-61
3. Non-Essential Searches - Table	p.62-64
4. Planning and Building Regulations	p.65-74
4. The Contract	
1. The Standard Commercial Property Conditions (SCPC)	p.75-82
2. Special Conditions	p.83-86
3. SCPC (3rd Edn, 2018)	p.87-103
4. The Buyer's Amendments to the Contract	p.104-108
5. Exchange of Contracts	p.109-114
5. Completion	
1. Pre-Completion Steps	p.115-121
2. Pre-Completion Searches	p.122-124
3. Example OS1	p.125-126
4. Remedies for Late Completion	p.127-128
5. The Transfer (TR1)	p.129-133
6. Example TR1	p.134-136
7. Request for Completion Information	p.137-140
8. Example Request for Completion Information Form	p.141-143
9. Completion	p.144-148
10. Post-Completion Steps	p.149-153
11. Post-Completion Admin Summary	p.154-155
12. Form AP1 Checklist	p.156-158
13. Example AP1	p.159-164

Lease Topics	
1. Grant of a Lease and Security of Tenure	
1. Grant of a Lease	p.165-170
2. Security of Tenure	p.171-179
3. Landlord and Tenant Act 1954 - Flowchart	p.180
2. Repair Covenants and Insured Risks	
1. Repair Covenants and Insured Risks	p.181-188
3. Leases of Part	
1. Exceptions and Reservations in a Lease of Part	p.189-192
2. Amending a Lease of Part	p.193-196
4. Assignment	
1. Assignment - Process	p.197-201
2. Initial Considerations on Assignment	p.202-207
3. Exemplar Variation of License to Assign	p.208
4. Lease Alienation	p.209-213
5. TR1 on Assignment of a Lease Checklist	p.214-216
6. Exemplar TR1 Transfer of Lease	p.217-219
7. Assigning a Lease with Full Title Guarantee	p.220-221
8. Licenses to Assign	p.222-224
9. Administration After Completion of Assignment	p.225-227
5. Alterations and Breaches of Leasehold Covenants	
1. Alterations	p.228-236
2. Breach of Lease Covenant Checklists	p.237-246
3. Draft Undertaking with Regards the Costs of a License to Alter	p.247
4. Liability Under Leasehold Covenants	p.248-251
5. Landlord Remedies for Breach of Lease (Rent)	p.252-256
6. Landlord Remedies for Breach of Lease (Other Covenants)	p.257-260

Colour Coding Guide

- ❖ Blue Text Reference to statutes and case law.
- ❖ Green Text Reference to textbook¹ paragraphs, workshop tasks² and other notes in LPC Buddy.
- **❖** Orange Text − Forms.
- ❖ Red Text SCPC References.
- ❖ Purple Text Reference to Professional Conduct Rules and Principles.

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¹ Textbook references are to the CLP Legal Practice Guides by CLP Publishing.

² References to Workshop tasks are to University of Law workshop tasks (which may be adopted by other LPC institutions). The content and structure of Workshops is subject to change at short notice and so task references should be treated as a general guide only.

1. Taking Instructions

1. Property Law Basics	1-4
2. Overview of the Conveyancing Process	5-8
3. Conduct Issues in Conveyancing	9-17
4. Undertakings	18-23
5. VAT in Property Transactions	24-25

Property Law Basics

❖ Property Law & Practice, Chapter 3

Overview ♣ Property Law & Practice on the LPC is concerned with the practical side of Property Law; principally students learn in this module how to convey Freehold and Leasehold property. ♣ Whilst not specifically examinable in its own right, students need to have a basic understanding of the fundamental academic concepts of Land Law, which will be required to fully understand topics on the Property Law & Practice module.

Term	<u>Explanation</u>			
Freehold	❖ A right of absolute ownership of land, which is indefinite .			
Leasehold	A right to own land for a fixed period of time , e.g., 999 years.			
	It is granted by way of a legal agreement with the <u>freeholder</u> .			
	The property <u>reverts</u> to the freehold owner of the land after the lease period expires or otherwise terminates.			
	Parts of the land may be retained by the freeholder; for example, common areas in blocks of flats, or structural elements of a building.			
Registered Land vs Unregistered	❖ Property rights in England and Wales are either:			
Land	Registered: Meaning the land has been registered with HM Land Registry,			
	and details of the Property will appear on the Land Register and are available for public inspection.			
	➤ <u>Unregistered</u> : All other land that has not yet been registered with HM Land Registry will be "unregistered".			
	❖ It has been compulsory to register land on the happening of certain "trigger events"			
	(such as a sale of the land) since 1925. As a result, Registered Land is now thought to make up more than <u>88% of the land mass of England and Wales</u> ² .			
	For this reason, whilst encountering unregistered land in practice does happen, it is			
	comparatively rare, and accordingly, the LPC does not normally focus on the			
	procedure to convey unregistered land ³ .			
<u>Easements</u>	<u>What are</u> ❖ An easement is a right that one landowner has to do something, or			
	they? prevent something from happening, on land belonging to			
Property Law &	somebody else.			
Practice, 3.5	Examples • A right of way: this allows the person with the benefit of the			
	easement to travel over another person's land, which is burdened			
	by the easement. The person with the burden of a right of way will			

¹ https://www.gov.uk/search-property-information-land-registry

² https://www.gov.uk/government/organisations/land-registry/about

³ This is the approach of the University of Law. Other institutions may take a slightly different approach.

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		be unable to cause a "substantial interference" with this right, for example, by building across it.
		❖ <u>A right of light:</u> This entitles the person with the benefit of the easement to receive light through defined apertures (doors and windows), across land which is burdened by the easement.
		❖ It follows that the existence of an easement can limit what the person with the burden can do with their land. For example, a right of light may prevent them from building high structures if these block light into the apertures.
	Benefit & Burden	The land with the <u>benefit of the easement</u> (the land that is entitled to exercise the right), is known as the "dominant tenement".
		❖ The land with the <u>burden of the easement</u> (the land that is subject to the right), is known as the "servient tenement".
	How are they created?	 Easements can be created: Expressly (i.e., in writing, on the sale of land) Impliedly (e.g., by virtue of necessity), or By long user (prescription - requires 20 years uninterrupted use).
G	7.471 ·	
Covenants	What are	A covenant is an <u>enforceable promise</u> .
Donous and I am O	they?	• m 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Property Law &		They can be promises to either <u>do something</u> (a positive
Practice, 3.6		covenant), or <u>avoid doing something</u> (a negative covenant).
		A positive covenant: requires a person to do something, e.g., to
		paint a fence every 5 years.
		❖ <u>A restrictive covenant:</u> prevents a person from doing something,
	Domost /	e.g., the land must not be used for offices.
	Benefit / Burden	❖ Covenants have both a "benefit" and a "burden".
	Buruen	➤ The burden of a covenant: this is the obligation to do
		something, or avoid doing something.
		bomeum.g, or arona aonig comeumig.
		➤ The benefit of a covenant: this is the benefit of the
		promise, the owner of land which has the benefit of a
		covenant will be entitled to sue the landowner that is
		subject to the burden, in the event that the promise is
		broken.
	Does the	❖ Positive covenants =
	burden of	➤ The burden of a positive covenant <u>DOES NOT RUN WITH</u>
	<u>the</u>	THE LAND.
	covenant	
	<u>"run with</u>	Le., a <i>positive obligation</i> to do something will <u>not</u> , as of
	the land"?	right, bind a subsequent purchaser of the land.

***** Restrictive covenants =

- The burden of a restrictive covenant <u>can run with the land</u> if the rule in <u>Tulk v Moxhay</u> (1848) 2 Ph 774 applies.
- ➤ For the purposes of the LPC, all that is required is to understand that the consequence of this is that the burden of a restrictive covenant over registered freehold land will always run with the land <u>if the restrictive covenant</u> appears on the Register of Title.
- So, if you are acting for a purchaser of registered land and you know, from the Title Register, that that land has a restrictive covenant to prevent its use as offices, you know that **your client will be bound by that restriction**, and will need to be advised accordingly as to the limitation on their use.

Co-Ownership

Property Law & Practice, 3.8

- ❖ Co-owned land will <u>always be held on trust</u>. The co-owners hold the land as trustees for each other as beneficiaries.
- ❖ There are two types of trust of land in English Law:

Joint ❖ Both tenants own 100% of the property jointly. They do not hold Tenancy distinct shares. ❖ In the event of a sale, the joint tenants will split the proceeds of the property evenly between them. ❖ When one joint tenant dies, the remaining tenant **automatically** inherits the deceased's share (this is known as "survivorship"). ❖ This means that, if one tenant dies, a purchaser can deal solely with the one remaining owner (unlike with a Tenancy in Common, see ❖ By contrast with a joint tenancy, tenants in common each own Tenancy **distinct shares** in the Property. in Common ❖ E.g., Person A owns 30%, and Person B owns 70%. ❖ When a tenant in common dies, **their share** of the property will pass under their will or pursuant to the intestacy rules (if there is no will). ❖ Where co-owners wish to hold the land as Tenants in Common, the Form A Restriction Land Registry will place a restriction in the Proprietorship Register on the register of the title, known as a "Form A Restriction". This states: "No disposition by a sole proprietor of the registered estate (except a

trust corporation) under which capital money arises is to be

registered unless authorised by an order of the court".

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© LPC Buddy	 This alerts third parties dealing with the land that a trust of land is in existence, meaning that any sale of the legal estate will need to be effected by two trustees. If one tenant in common dies and the surviving co-owner wishes to sell, they will need to appoint a second trustee before completion of the transaction (because the sale must be effected by two trustees). If there is no restriction on the register, the buyer is entitled to assume that the co-owners were joint tenants, and will take a good title from the survivor. 		
Mortgages	❖ A mortgage is a legal agreement where a bank lends money to the borrower, in		
	exchange for which the borrower agrees to:		
Property Law &	Repay the loan;		
Practice 3.9	Pay interest on the loan; and		
	Grant the lender <u>title to their property as security</u> until the debt is discharged.		
	❖ The mortgage must be <u>registered</u> as a registered charge in the charges register of the borrower's title.		
	❖ When acting for a buyer, we need to bear in mind that the mortgage will be <u>inherited by the buyer</u> unless the seller takes specific steps to <u>discharge this</u> before sale.		
	❖ The lender retains a power to sell the property in the event of default on the loan by the borrower, subject to certain conditions.		
Commercial vs	❖ This guide is written primarily following the structure of the LPC at the University		
Residential	of Law which focuses on <i>commercial property transactions</i> , rather than residential		

conveyancing.

Conveyancing

Overview of the Conveyancing Process

Property Law & Practice, 2.2

Overview

- * The below sets out, by way of background, an **overview of the conveyancing process**.
- The <u>Property Law & Practice</u> module looks at each stage in detail, firstly for Freehold Land, and secondly for Leasehold Land.

Step 1 Marketing the Property

- ❖ The seller puts the property on the market and looks for a buyer, normally with the help of an estate agent.
- ❖ When a buyer is found and a price is agreed upon, the conveyancing process can begin.

Property Law & Practice, 2.2.1

❖ Although the buyer and seller have reached an agreement in principle, they have <u>not yet</u> <u>entered into a legally binding relationship</u>. Either party can <u>walk away at any time</u>.

Step 2 – Taking Instructions

The solicitor takes the client's instructions and <u>verifies the client's identity</u> (to comply with Anti-Money Laundering Regulations.

Property Law & Practice, 2.2.2

Step 3 PreContract Stage

Property
Law &
Practice,
2.2.3

(1) The buyer and seller's solicitor investigate title.

Property
Law &
Practice,
2.2.3.1

- ❖ The buyer's solicitor will investigate the seller's title to the property.
- ❖ The *title* to the land is what a seller actually sells in a property transaction. For registered land, title is investigated by reviewing documents available from the Land Registry, principally the <u>Register of Title</u>, and <u>Title Plan</u>. See notes on <u>Investigation of Title</u>.
- ❖ It is of essential importance that a buyer's solicitor investigates title in order to:
 - Ensure that the seller is <u>able to transfer</u> what they are contracting to sell, and
 - ➤ Identify whether there are any <u>defects or problems</u> with the land which could <u>adversely affect the interests of the buyer</u>, and on which they need to be advised.

<u>Caveat</u> Emptor

- Normally, it falls to a <u>buyer</u> to <u>satisfy themselves that a</u> <u>property is free from defects</u> and / or issues.
- The maxim of "caveat emptor" applies to conveyancing, which means "let the buyer beware". This means that it is for the buyer to make sure of their bargain.

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- The consequence of this is that a buyer will have no redress against a seller if they discover, subsequent to the purchase, issues with the property which the buyer could have discovered prior to completion (even if the seller knew of these and stayed silent). The only obligation on the seller is to honestly disclose information that they are asked for by the buyer.
- The <u>buyer</u> thus has the responsibility to <u>find out all of the</u> <u>information that they need</u> about the property before committing to the purchase.
- ❖ It is also important for a <u>seller's solicitor</u> to carry out an investigation because the seller prepares the contract of sale.
- The contract must <u>reflect what the seller is actually selling</u>, and the seller must also be able to <u>anticipate and deal with any problems</u> which might be revealed by the title.

<u>Certificate</u> of Title

- When title has been investigated, the <u>buyer's or seller's</u> solicitor may need to prepare a Certificate of Title, which is a report on the property given to the buyer's lender.
- The intention of this report is to enable the lender to avoid carrying out their own title investigation and unnecessarily duplicating work (see notes on <u>Drafting</u> <u>Certificates of Title</u>).

(2) The buyer's solicitor conducts searches.

- ❖ Due to the principle of *caveat emptor*, it falls to the buyer to discover as much information about the property as they can in order to protect themselves before entering into the contract.
- ❖ The buyer's solicitor will, therefore, normally <u>conduct searches</u> before the buyer enters into the contract.

Property Law & Practice, 2.2.3.2

- These essentially amount to <u>requests for certain information from (a)</u>
 the seller, and public bodies such as (b) the Local Authority, and (c)
 the <u>Land Registry</u> to discover as much information about the property as they can.
- See notes on Searches.

Step 4-Exchange of Contracts

- ❖ As title is being investigated and searches conducted, the <u>draft contract will be</u> **prepared**, by convention, by the seller's solicitor.
- ❖ It is usual in sales of land for contracts to be prepared in **two identical parts**. One is signed by the buyer, the other by the seller.

Property Law &

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Practice, 2.2.4

- A binding contract then only comes into existence when <u>the two respective parts of the</u> contract are "exchanged" between the buyer and seller.
- ❖ Historically, this would take place in person. However, in modern times, the most common method is that contracts are exchanged by way of **telephone**.
- This presents issues in that neither party is present to check that (a) the other party has signed the contract, or (b) that the other's contract is in the agreed form.
- Accordingly, the parties <u>make use of solicitors' undertakings set out in formulae</u> <u>issued by the Law Society</u>. We look at Law Society <u>Formula B</u> on the LPC.
- ❖ See notes on *Exchange of Contracts*.

Step 5 PreCompletion Steps

❖ After exchange, both parties need to carry out a number of <u>preparatory steps</u> to ensure that the next step, "completion", proceeds smoothly.

Property Law & Practice, 2.2.5

- This includes:
 - > Drafting the Transfer Deed (TR1).
 - > Sending a **Request for Completion Information** to the seller.
 - > Engrossing and Executing the Transfer Deed.
 - ➤ Making <u>Pre-Completion Searches</u>.
 - Ensuring the buyer's solicitor is **in funds**.
 - **Preparing any undertakings** necessary on completion (for instance, from the seller's solicitor to discharge the seller's mortgage on completion).
 - Addressing various **practical issues**.
- Step 6 Completion
- ❖ See notes on <u>Pre-Completion Steps Checklist</u>.
- Completion is the final step in a conveyance. It is the point where legal title passes in unregistered land.

Property Law & Practice, 2.2.6

- ❖ For registered land, legal <u>title does not pass</u> to the buyer <u>until the buyer is registered</u> at HM Land Registry.
- The effect of Completion in registered land is, therefore, more limited; it will "merge" the contract with the Transfer Deed where they cover the same ground.

Step 7 PostCompletion Admin

❖ Both parties must undertake final administration following completion, including:

Property Law & Practice, 2.2.7

- The seller's solicitor must...

 ❖ Discharge the seller's mortgage on receipt of completion monies.
- ❖ Pay <u>Stamp Duty Land Tax</u> (SDLT).

❖ Account for any **bridging finance**.

The buyer's solicitor must...

- Send any remaining proceeds of sale to their client.
- **❖** Complete the **Mortgage Deed**.

with the Land Registry.

- Send the <u>bill</u> to the client, if this has not already been done.
- **Register the buyer** as the legal owner
- Once registered, check the Register
 Entries by confirming that the Title

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	Information Document received from the Land Registry is correct.
	Register the Mortgage at Companies House.
	Send the bill to the client, if this has not already been done.

❖ See notes on <u>Post-Completion Steps.</u>

Conduct Issues in Conveyancing

Property Law & Practice, Chapter 5

Overview

- Professional Conduct is a pervasive topic on the LPC, meaning that questions relating to it can come up in any LPC Core Module.
- The below table provides a summary of the common professional conduct issues that arise in the Property Law & Practice module.

Acting for Multiple Parties

Acting for Both Seller and Buyer¹

Property Law & Practice,

5.2

Summary: We should not generally do this.

Overview

- Principle 7: we must act in the best interests of each client.
- ❖ Para 6.2 of the SRA Codes: supports this Principle; it sets down the basic rule that a solicitor cannot act if there is a client conflict or a significant risk of a client conflict.
- ❖ "Client Conflict" is defined in the SRA Glossary as "a situation where your separate duties to act in the best interests of two or more clients conflict".
- ❖ Whilst the SRA Codes do not *explicitly prohibit* acting for both seller and buyer, doing so will likely breach para 6.2:
 - Even in a situation where both parties agree on a deal at the outset, there is still the risk of a conflict coming to light.
 - For example, as a result of the searches and enquiries which may cause a buyer and seller to come into conflict because, for instance, the buyer may want to reduce the purchase price, or insert conditionality clauses into the contract.

Assessing the Risk of a Conflict

- ❖ It is up to the firm to assess the risk of a conflict and whether it is appropriate to act.
- ❖ In considering the risk, you should bear in mind:
 - Law Society Guidance on Conflict of Interests in Conveyancing²: "there is a high risk of a conflict of interest if you act for both a buyer and a seller".
 - **Complexity**: The more complex the transaction, the greater the risk of a conflict.

Workshop 1, Task 1

https://www.lawsociety.org.uk/en/topics/property/conflict-of-interests-in-conveyancing

OLDOD 11		
© LPC Buddy If we	the tran	e likelihood of negotiations: The more likely negotiations are, greater the risk of a conflict. This is a risk especially where the insaction is high value. E bargaining power of the parties and any particular nerability of a party: it is more difficult to act in the best erests of both clients if one has far greater bargaining power in the other. Sible to act for two clients even where Para 6.2 is breached if
deter that is a o	the circums there client lict / of a the circums The ci	tances of para 6.2(a) or 6.2(b) apply: The clients must have a "substantially common
	for the Same Objective"	❖ This does not apply when acting for a seller and buyer
Cond	clusion	as they are not "competing" for the same asset. y exceptional circumstances will it be acceptable to act for
Con	hoth seller	

both seller and buyer.

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Acting for Joint Buyers	 ❖ There will normally be a significant risk of a client conflict and: It is unlikely that the seller and buyer will have a "substantially common interest"; and ➢ A seller and buyer are not "competing for the same objective". ❖ Even if a solicitor feels they could act having regard to the Codes, they must bear in mind that if a conflict arises part-way through the transaction, they must cease acting and the clients will therefore have to go through disruption and additional expense in changing solicitors. ❖ Summary: This is acceptable.
Joint Bayers	❖ The solicitor must have regard to whether a conflict of interest exists, however, if both
<u>Property Law</u>	parties are seeking to purchase a property on the same terms this is unlikely to be the
<u>& Practice,</u>	case.
5.3 Acting for a	❖ Summary: this is unlikely to be acceptable unless the mortgage is on standard terms
Borrower	(i.e., the terms are non-negotiable).
and a	(are,) are to the area angestaesty.
<u>Lender³</u>	<u>Overview</u>
Property Law & Practice, 5.4	 Para 6.2: supports this Principle; it sets down the basic rule that a solicitor cannot act if where there is a conflict of interest or a significant risk of one. A "conflict of interest" is defined in the SRA Glossary as "a situation where your separate duties to act in the best interests of two or more clients in relation to the same or a related matters conflict". Acting for both borrower and lender would potentially give rise to a conflict of interest under para 6.2 as we would owe separate
	 conflicting duties to act in the best interests of both the borrower and lender in relation to the same matter. This is particularly the case where the terms of the mortgage are not standard but are negotiable, as this will inevitably mean the parties will have competing aims as to the best outcome to be negotiated (the borrower, for instance, will want a lower interest rate, the lender,

³ Workshop 1, Task 2, Question (a)

© LPC Buddy	❖ Law Society Guidance issued in June 2020⁴ indicates that it may be
	acceptable to act where:
	➤ The mortgage is on <u>standard terms;</u>
	➤ A " <u>significant part of</u> " the lender's activities consist of lending;
	➤ The mortgaged property is the borrower's private residence ; and
	The certificate of title required by the lender is in the form approved by the Law Society and UK Finance.
	❖ However, the terms of a mortgage in <u>commercial transactions</u> will rarely be <u>standard</u> (they are generally negotiable) and so a client conflict is likely to arise.
Exception	
	Para 6.2(a) "Substantially Common Interest" The clients must have a "substantially common interest" (para 6.2(a)) and the circumstances of para 6.2(b)(i)-(iii) must be satisfied.
	* "Substantially common interest" is defined in the SRA Glossary as a situation where "there is a clear common purpose between the clients and a strong consensus on how it is to be achieved".
	♣ It can be argued that a borrower and lender have a substantially common interest. They both have a common purpose in wanting to ensure the property is taken free from defects which may adversely affect the value of the property, has good title, and is sellable in the future.
	★ However, it is still unwise to act <u>unless the</u> <u>mortgage is on the standard terms of the lender</u> . If the parties need to negotiate then there is a risk that the parties, at some point during the transaction, will cease to have a substantially common interest, which would require the solicitor to stop acting for both parties.
	Para 6.2(b) "Competing Para 6.2(b) allows a solicitor to act where clients are competing for the same objective.

 $^{^{4} \ \}underline{\text{https://www.lawsociety.org.uk/en/topics/property/conflict-of-interests-in-conveyancing}$

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		for the Same	
		Objective" not competing for the same aim.	
	We must also	❖ If, for example, you are told by a client that they intend to breach the	
	consider the	terms of the mortgage by, for instance, letting the property to a tenant	
	<u>likelihood of a</u>	and will not agree to a lender being told of this, a conflict of interest	
	<u>conflict</u>	<u>will arise</u> .	
	between the		
	duty of	❖ The duty of confidentiality trumps the duty of disclosure, and so the	
	confidentiality	solicitor will be unable to inform the lender client of this .	
	and		
	<u>disclosure.</u>	❖ The solicitor should therefore <u>cease to act and inform the lender</u>	
		client they are withdrawing due to a conflict of interest.	
Acting for	Summary: A solicitor must be mindful of the steps they need to take to protect against		
<u>Joint</u>	undue influence when co-owners seek a mortgage. If a co-owner has been subject to		
Borrowers -	undue influence and a mortgage is defaulted upon, that mortgage <u>may be able to be set</u>		
<u>Undue</u>	aside by the co-owner who was subject to undue influence.		
<u>Influence</u>	7.66 · 6	A 717	
D (T		❖ Where a party's consent to a contract is induced by undue influence, the	
Property Law	<u>Undue</u>	contract is <u>voidable</u> by the aggrieved party (that is, the contract remains	
<u>& Practice,</u>	<u>Influence</u>	effective and binding, however, the aggrieved party can elect to terminate	
5.5		this).	
		* <u>RBS v Etridge [2001] 4 All ER 449:</u> provided detailed guidance as to what	
	<u>Etridge</u>	solicitors should do when acting where a husband and wife seek to use a	
	[2001] 4 All	co-owned property as security ⁵ .	
	ER 449		
	Guidance	The solicitor should have a discussion with the wife at a face-to-face	
		meeting in the absence of the husband, and the following advice should	
		be given in non-technical language. The solicitor should:	
		Dulate to the Combactle of Standard by Anna Anna A	
		1. Explain to the wife why the solicitor has become involved.	
		▶ i.e., to protect against a risk of undue influence.	
		2. Explain that, if necessary, the lender will rely on the solicitor's	
		involvement to counter a suggestion that the wife has been unduly	
		influenced.	
		mideneed.	
		3. Obtain confirmation from the wife that she wishes the solicitor to	
		act , and advise as to the legal and practical implications of the	
		transaction.	
		4. The advice will depend on the facts of each case but should include:	
		An explanation of the <u>nature of the documents</u> and the	
		practical consequences of signing them.	

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⁵ The judgment in <u>RBS v Etridge</u> was given on the premise that the wife is the prospective victim of undue influence from a husband; that language is merely repeated here.

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- A warning as to the **seriousness of the risks** involved.
- An explanation is that the wife has a **choice** whether to proceed or not and the choice is hers and hers alone.
- 5. The solicitor must then **check if the wife wishes to proceed** and if the wife is happy for the solicitor to write to the lender to confirm that matters have been explained to her.
- 6. The solicitor should **check that the following financial information** has been made available from the lender, and refuse to make confirmation until they are received:
 - The **purpose** for which the loan is being made available;
 - The current amount of the husband's **indebtedness**;
 - ➤ The **amount of the current overdraft** facility;
 - The amount and terms of the new facility; and
 - A copy of any written application made by the husband for the facility.
- 7. It is **not for the solicitor to veto the transaction**, but if the solicitor thinks that the transaction is not in the wife's best interests, they should give reasoned advice to that effect. Ultimately, the decision is one for the wife.
- 8. If it is 'glaringly obvious' that the wife is being 'grievously wronged', the solicitor should decline to act.

Mortgage Fraud⁶

- Property Law & Practice, 5.12
- Law Society Guidance on Mortgage Fraud

What is it?

- ❖ Mortgage fraud is where individuals **misrepresent information about themselves** to obtain a mortgage, or to obtain a larger mortgage than they otherwise could obtain.
- ❖ An individual commits an offence of fraud under the Fraud Act 2006 where they either:
 - **Fail to disclose information** which they have a legal duty to disclose, or
 - **Falsely represent information**, either explicitly or implicitly.
- The value of a mortgage obtained through fraud is the proceeds of crime. Under the Proceeds of Crime Act 2002, a solicitor risks committing a money laundering offence if they acquire, use, have possession of, enter into an arrangement with respect to, or transfer this criminal property.

⁶ Workshop 1, Task 2, Question (b)

⁷ https://www.lawsocietv.org.uk/en/topics/property/mortgage-fraud

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Steps to	Verify the	❖ You should take steps to identify your client and any beneficial owners
Protect Your	identity of the	of the property. You should ensure that the information given to you
<u>Firm from</u>	<u>client:</u>	corresponds with the information on any mortgage
<u>Mortgage</u>		documents/bank accounts relating to the transaction.
<u>Fraud – Due</u>		
<u>Diligence</u>		❖ This is <u>required in most cases by Regulation 28 of the Money</u>
		Laundering Regulations 2017:
		➤ If you have suspicions, check the identity given to you against
		a register of deaths or a list of known fraudsters.
		Where the client is a company, conduct a search of the
		<u>Companies Register</u> to find out the names and addresses of
		the directors and the shareholders, which can be cross-
		referenced with the names of those connected with the client
	Ideally, meet	Reg 33(5)(b) of The Money Laundering Regulations 2017: provides
	the client.	that where a solicitor has not met a client face to face, this is a specific
		<u>risk factor</u> to be taken into account when considering whether to
		undertake "enhanced due diligence".
		❖ This involves obtaining <u>further information to establish the client's</u>
		<u>identity</u> and taking steps such as ensuring the first payment from the
		client is from a bank account in the client's name.
	Be wary that	❖ Occasionally fraudsters will invent fake solicitor firms , and use fake
	<u>fraudsters may</u>	letterheads on correspondence etc.
	pose as	
	solicitors.	❖ Use the "Find a Solicitor" database or the Directory of Licensed
		Conveyancers to check on the identity of the other party's solicitor.
	Consider any	For example, if you do a conveyance of a modest family home, and
	<u>inconsistencies</u>	then a few years later the same clients instruct you to buy an
	with a	expensive holiday home, where has their money come from?
	previous	
	<u>retainer</u>	
	Ask questions,	❖ Ask questions, particularly where:
	<u>particularly</u>	Any instructions are <u>unusual</u> .
	regarding how	Any warning signs are present.
	the client is	There are any <u>inconsistencies in the retainer</u> .
	funding their	
	purchase.	