

CONTENTS

1. INTRODUCTION	1
2. RULE 7	3
(A) THE RETAINER	3
<i>Foundation of lawyer-client relationship</i>	3
<i>Reducing it to writing</i>	3
<i>Thinking laterally</i>	4
<i>Regular reporting and consultation</i>	4
<i>Varying the scope of the retainer</i>	5
<i>Confidentiality</i>	5
<i>Obeying instructions</i>	5
<i>File notes</i>	6
(B) RESPONSIVENESS	6
<i>Timeliness</i>	6
(C) DISCLOSURE OF INFORMATION	7
<i>Obligation to keep client fully informed</i>	7
<i>Obligation to disclose</i>	8
<i>Example of mirror wills</i>	8
<i>Exceptions to duty to disclose</i>	9
(D) TERMINATION OF THE RETAINER.....	9
<i>In what circumstances can a retainer be terminated?</i>	9
<i>Lawyer's obligations</i>	10
<i>Reasonable assistance</i>	10
3. THE DUTY OF CONFIDENCE	11
(A) THE RULES.....	11
(B) INFORMATION BARRIERS.....	13
<i>Russell McVeagh McKenzie Bartleet & Co v Tower Corporation</i>	14
<i>Prince Jefri Bolkiah v KPMG (a firm)</i>	15
(C) PERMITTED DISCLOSURE.....	17
(D) REQUIRED DISCLOSURE	19
(E) CONFIDENCE IN PRACTICE.....	20