

MINUTES OF THE COUNCIL MEETING HELD ON FRIDAY 14 MAY 2010 AT KEMPSTON MANOR, KEMPSTON, BEDFORD.

PRESENT: Miss Judith Gordon-Nichols (President), Mr David McGrady (Vice-President), Miss Susan Silver (Deputy Vice-President), Miss G Birchnall, Mr M Bishop, Mr M Callan, Mr D Edwards, Mrs F Edwards, Mr S Gowland, Mrs L Graham, Mr N Hanning, Mrs R Palmer, Mr R Ralph, Mr M Reeves, Mr L Shaw and Mrs D Slow. **Action Points**

IN ATTENDANCE: Mrs D Burleigh (Chief Executive), Mrs S Bruty (Business Manager Journal), Mr J Burns (Head of Membership), Mr T Cole (Director of Group Finance & Resources), Mrs A Hollyer (Head of Awards), Mr A Kershaw (Chair of ILEX Professional Standards Limited), Mrs D McDonald (Head of Communications & Marketing), Miss H Simpson (Head of Corporate Affairs), Mr I Watson (Chief Executive of ILEX Professional Standards Limited), Mr J Westwood (Director of International Development), Miss D Harris and Mrs L Tyrrell. Mrs B Basra attended for Items 13 and 14.

1 The President informed the meeting that a notice had appeared in the March Journal stating that Mrs Dawn Slow had been nominated to represent the East Midlands Constituency. As no further nominations had been received, Mrs Slow was appointed to represent the East Midlands Constituency. With immediate effect, Mrs Slow resigned as a Co-opted Council member.

ITEM 1 APOLOGIES FOR ABSENCE

2 The following apologies were received:

Mr K Barrett – work commitments;
Mrs M French – personal;
Mrs J Hughes – illness;
Mr K McCarthy – work commitments;
Mr N Inge – annual leave.

3 On a proposal from the Chair, with 16 for, 0 against and 0 abstentions, Council approved the apologies tendered.

4 The President was pleased to inform the meeting that Mr McCarthy had been promoted to Associate at Hugh James solicitors and Mr Bishop had been made a Partner at C J Jones solicitors.

Congratulations were extended to both Council members.

Action Points

ITEM 2 MINUTES OF THE COUNCIL MEETING HELD ON 19 MARCH 2010

5 On a proposal from Mr Hanning, seconded by Mrs Graham, with 13 for, 0 against and 3 abstentions, Council approved the minutes of the Council meeting held on 19 March 2010.

ITEM 3 PRESIDENT'S ANNOUNCEMENTS

6 The President gave an oral update on her recent engagements. These included attending the: Greater Manchester AGM; ATT Drinks Reception; Birmingham Law Society Awards; Judicial Diversity Task Force meeting; Attorney General's Pro Bono Reception; Seminar at Canada House; ILEX Graduation Ceremony; Branch Personnel Seminar; Guildford College Event; AGM and Reception of the Access to Justice Foundation and IPS Board meeting.

7 The President informed the meeting that along with Mr Kershaw, she had signed the Code of Conduct letter at the offices of the Legal Services Board on the 6 May. She thanked everyone for all their hard work.

ITEM 4 MATTERS ARISING FROM THE MINUTES OF THE COUNCIL MEETING HELD ON 19 MARCH 2010

DB

Item 13, Fees for Non-Practising Members; Dual Qualified Members; and Those on Maternity/Paternity Leave

8 The Chief Executive informed Council that she would notify Council how many members were taking up the offer at the next meeting.

Item 15, Chief Executive's Report

9 The Chief Executive informed Council that Mr DeFriend, College of Law, had indicated that he would be writing to her at the end of the month.

10 The Chief Executive informed Council that she would be meeting with Mrs McDonald on Monday to discuss the fourth post in the Marketing and Communications Department.

11 The Chief Executive informed Council that she had already apologised to Mr McGrady that the membership figures in the revised format were unavailable. A new member of staff was currently being trained to undertake this work.

Item 12, Report on Legal Services Reform – Update

12 The Chief Executive informed Council that last night, ILEX had received the levy invoice from the Legal Services Board; the costs were those set out in the letter. The levy is payable within 28 days.

		Action Points
	Item 16, Proposed Alterations to the Council Chambers	
13	The Chief Executive informed Council that Mr Porte was looking at possible dates with the builders.	
	Item 18, Proposal by the Council for Licensed Conveyancers on Approved Regulator to Regulate Litigation and Advocacy	DB
14	The Chief Executive apologised to Council and in particular, the Regulatory Committee, for not circulating her response before releasing it. The Chief Executive confirmed that she would forward her response.	
	Item 19, IPS Board Remuneration Arrangements	
15	The Chief Executive informed Council that a meeting was held yesterday to discuss the IPS Board members' remuneration for the following calendar year.	
	Item 29, Any Other Business – Civil Justice Council Appointments	DB
16	Mr Callan asked if there was any news on the above appointments. The Chief Executive replied that she would be arranging a meeting to discuss this.	
	Item 29, Any Other Business – Formation of a New National Pro Bono Centre	
17	Mr Hanning informed Council that the lease agreement had been completed and a press release would be sent out by the Pro Bono Centre.	
ITEM 5	CHIEF EXECUTIVE'S REPORT	
18	Council reviewed the Chief Executive's report annexed to the Agenda. The report was for monitoring and updated Council on issues that had been dealt with since the last Council meeting. These included attending the Commonwealth Lawyers Association Conference in Nigeria; attending two meetings of the sub-group on Regulation of Governance (Gateways to the Professions project); January examination results; staff requirements and other activities.	
19	The Chief Executive informed Council that Royal Mail had acknowledged full responsibility for the delay in sending out the January examination results. The Chief Executive also advised that ILEX had put in a request for compensation and were currently awaiting a response from Royal Mail, but thought it may take some time due to the internal investigations which would have to take place within Royal Mail.	
20	Mr Shaw asked the Chief Executive if she had had an opportunity to speak to a delegate at the APIL conference, who was interested in becoming a Council member. She replied she had and so had	

ITEM 6 REPORT AND FINANCIAL STATEMENTS FOR ILEX

- 21 Council was referred to the report annexed to the Agenda. The report and financial statements covered the three month period to March 2010.
- 22 Mr Cole guided Council through March's accounts. He drew Council's attention to the variances in income for ILEX Awards and ILEX Membership and the variance in expenditure for ILEX Awards. He commented that these variances will reduce as evidenced by the April accounts.
- 23 Mr McGrady asked if the issues with Concept were being resolved. Mr Cole replied they were; it took time for all the membership changes to be implemented. Mr McGrady felt that the membership figures were doing well. Mr Cole replied they were very encouraging.
- 24 Mr Hanning informed Council that they should be aware that the budget figure for salaries does not reflect new members of staff and therefore, this would exceed budget.
- 25 Mr Callan commented that there was no budget set for the National Conference. Mr Cole replied that no budget had been allocated because it had been organised on a break even basis. Mr Callan also commented that the Professional fees budget line was also higher than budgeted for. Mr Cole replied that he hoped by the end of the year, it would even out although it may be slightly over budget.

ITEM 7 REPORT AND FINANCIAL STATEMENTS FOR ITC

- 26 Council was referred to the report annexed to the Agenda. The report and financial statements covered the three month period to March 2010.
- 27 Mr Cole guided Council through December's accounts. He informed Council that a different pattern was emerging from previous years and during the first three months; more ILEX courses had been sold.
- 28 Mr Callan noted that there was an increase in staff salaries/temporary employment costs and wondered whether this was due to the increase in course sales. Mr Cole replied it was not but when staff go on maternity leave, temporary staff carry out their role and this accounted for the increase in costs. Mr Reeves asked for clarification on stock change. Mr Cole replied that Mr Porte occasionally buys stock in advance but this usually evens out during the year.

ITEM 8 FINANCIAL STATEMENT FOR THE BENEVOLENT FUND Action Points

29 Council was referred to the report annexed to the Agenda. The income and expenditure account covered the three month period to March 2010.

30 Mr Cole informed Council that the ILEX Benevolent Fund was receiving a poor rate of return on its money. However, he went on to add that in future, bank charges would be waived. With regard to the Capital Reserve Account, no better deals are available. The President said that we should encourage people to attend the Legal Charities Garden Party.

31 Mr McGrady asked if ILEX is in a position to offer bursaries. Miss Simpson replied that Miss Robertson, Mr Inge and herself had had a meeting with NatWest and they thought they would be able to assist but it may be only in a small way. Mrs Hollyer commented that she had received many queries regarding funding and she had written an article in the Journal on funding. Mr Callan asked how many grants were made. Although Mr Cole did not have this information available, he thought it would be approximately 30. Miss Simpson added that it does vary per grant. She added that the Benevolent Fund looks at the reasons why a student is applying for a grant. Mr Cole informed the meeting that there was a not-for-profit organisation in Bedford that may be worth talking to; he said he would pass the information to Miss Simpson. Mrs Slow also informed the meeting that in Leicestershire there is an organisation called MINNS who will assist students with funding. TC/HES

ITEM 9 REPORT ON LEGAL SERVICES REFORMS – UPDATE

32 Council was referred to a paper annexed to the Agenda. The paper updated Council on developments since the last Council meeting held on 19 March 2010.

33 The Chief Executive confirmed to Council that the Internal Governance Rules had now been signed off and sent to the Legal Services Board (LSB); in due course, it will appear on the LSB's website. She thanked Miss Simpson, Mr Watson and Mr Cole for all their work. The Chief Executive asked Council to be aware that ILEX would not be completely compliant by October 2010, as required by the LSB. The Chief Executive also informed Council that ILEX needs to consult Fellows and non-commercial providers of legal advice on Practising Fees. The timing was not good as colleges need to know the fees before the Summer break.

34 Mr Bishop asked how much more work is needed to send the accounts to Fellows. The Chief Executive replied that the accounts needed to be separated according to their regulatory, permitted purposes and representational functions. Mr Bishop asked whether this should be done any way. Mr Cole replied that it was very difficult to split expenditure in different ways; an extraction would be better.

35 Mr Kershaw informed Council that not every regulator had submitted their Internal Governance Rules on time. With regard to not being compliant by October 2010, he felt that it would not be appropriate to appoint people to the Advocacy Rights Committee and the Qualifying Employment and Waivers Committee just to meet this criterion. Mr Kershaw stated that Fellows should be made aware that it was the LSB levy and not the setting up of IPS which was responsible for the increase in ILEX's costs.

36 Mr Cole informed Council that he would be unable to provide detailed budgets but the papers could go out before the AGM; this would allow Fellows an opportunity to raise any questions.

ITEM 10 MEMBERSHIP SUBSCRIPTIONS 2011

37 Council was referred to a paper annexed to the Agenda. The paper introduced Council to the annual review of membership subscriptions and made recommendations to the level required for the year 2011.

38 Mr Burns informed Council that he had discussed the issue with Mr Cole and it was felt that ILEX needed to raise £3 million.

39 Mr Gowland commented that last year, the fees were not increased due to the financial situation and with more members paying by instalments and firms not awarding pay increases this year, it does suggest people are finding it difficult and this is something we should be aware of. He wondered whether dual grades should also be considered. Mr McGrady noted that last year, the subscription for Fellows was in fact increased by £20.00. Mr Burns commented that he had concentrated on the bigger fees but could, if required, pro-rata the dual grades. The Chief Executive replied that she would like to leave the dual grades as they are, given that they are relatively new and they have only just been set.

40 Mrs Palmer asked if any member feedback was received last year. Mr Burns replied no. In relation to other awarding bodies, ILEX stands up very well.

41 Mr Callan commented that although we were trying to build in the LSB cost, and in due course the licensing cost, the figures did not tally with the membership. Mr Callan felt that the increases in subscriptions needed to be higher across the board except for students. Mr Hanning agreed that subscriptions needed to be higher; at 10% they would be standing still. He stated that as a not-for-profit organisation, we should not build up reserves and that a deficit budget would be normal and proper. The President felt that reserved legal activities should come from reserves and stated that ILEX does have to account for the increases to the membership and LSB. Mr McGrady said it was still hard out there but things were looking better. He said that the reserves were to increase activities and therefore, membership subscriptions should increase although not by significant amounts. Mr Gowland was still wary of increasing fees. The President said that there was a

similar debate last year and it had not affected the membership.

Action Points

42 Mr Cole informed Council that the LSB's budget was based on the existing budget holders' budgets. For the first two years, ILEX would have a deficit budget but by year three, ILEX should break even.

43 On a proposal from Mr Ralph, seconded by Mr Edwards, with 6 for, 10 against and 0 abstentions, Council did not agree to adopt a 10% increase, for the 2011 membership subscriptions, as a minimum across the grades.

44 On a proposal from Mr Gowland, seconded by Mr Callan, with 12 for, 3 against and 1 abstention, Council adopted the membership figures listed in Mr Burns report with the exception of the student grade that would remain at £50.00.

JB

45 Membership Subscriptions for 2011:

	£
Fellows	250.00
Retired Fellows	30.00
Legal Accounts Fellows	250.00
Graduate members	170.00
Legal Accounts Members	170.00
Associates	145.00
Retired Associates	30.00
Associate Prosecutors	140.00
Affiliates	100.00
Students	50.00

ITEM 11 REPORT ON PARALEGALISM MEETING

46 Council was referred to a report annexed to the Agenda. The report informed Council of the results of the GMT meeting held to consider the position that ILEX should take in relation to the current discussions confirming and thereby raising the profile of 'paralegals' and 'paralegalism'.

47 The Chief Executive gave a presentation on the views of the GMT.

48 A discussion followed on the different items that had been identified and questioning some of them; Council also put forward other ideas. It was agreed that GMT would meet again to discuss the matters raised today and will produce a project plan to bring to the next Council meeting in July.

DB/GMT

ITEM 12 EDUCATION PROTOCOLS

49 Council was referred to a report annexed to the Agenda. The report sought Council's approval for an appendix to the ILEX/IPS Protocols dealing with the role of IPS in relation to education matters which are managed by ILEX; and parallel amendments to the Service Level Agreement and matters reserved to the IPS Board.

- 50 Mr Watson informed Council that the Education Protocols needed clarification as to the roles of ILEX and IPS and he thanked Mrs Hollyer for her team's assistance in preparing the revisions. The documents had been reviewed by the IPS Board and one amendment was agreed.
- 51 Mr Bishop queried whether it would be better to stipulate a date in paragraph 2(a) rather than leaving it open. He also recommended a small amendment, from 'the' to 'any' in the subsequent bullet points. Mr Watson agreed to the small amendment. The Chief Executive confirmed that the protocols would not apply to any qualifications developed for non-members.
- 52 On a proposal from Miss Birchnall, seconded by Mrs Graham, Council unanimously approved the Education Protocol, as amended by the IPS Board.
- 53 On a proposal from Miss Birchnall, seconded by Mr Callan, Council unanimously approved the amended version of the Service Level Agreement relating to Awards.

ITEM 13 APPLICATIONS FOR RESERVED LEGAL ACTIVITIES

- 54 Council was referred to a report annexed to the Agenda. The report asked Council to note the progress of the civil and family litigation rights, probate rights and Associate Prosecutor litigation and advocacy rights applications.
- 55 The report also asked Council to agree that applications should be made for conveyancing and criminal litigation rights.
- 56 Mrs Basra informed Council that the Joint ILEX and IPS Working Party had recommended that applications should proceed for reserved legal activities. Mr Ralph commented that Advocates can already apply for criminal rights. Mrs Basra confirmed that Advocates can apply for criminal advocacy rights but not criminal litigation rights. Mrs Basra advised that if Council agreed, applications for conveyancing and criminal litigation rights would be submitted during the Autumn and the applications for civil and family litigation rights, probate rights and Associate Prosecutor litigation and advocacy rights would be submitted by June 2010. The President noted that once the applications were made, the LSB has six months to consider them. They then go to the Lord Chancellor who has a further 90 days to sign them off.
- 57 On a proposal from Mr Ralph, seconded by Mr Hanning, Council unanimously agreed that applications for civil and family litigation rights, probate rights and rights of audience and litigation for Associate Prosecutor members can be submitted by IPS on behalf of ILEX, as the approved regulator.
- 58 On a proposal from Miss Silver, seconded by Mr Shaw, Council unanimously agreed that applications should be made for conveyancing and criminal litigation rights.

59 Mr Kershaw informed Council that the IPS Board would be very pleased that the resolutions had been approved. He stressed that we needed to move as fast as we can as they were a means in themselves.

ITEM 14 APPLICATION TO BECOME A LICENSING AUTHORITY

60 Council was referred to a report annexed to the Agenda. The report asked Council to consider whether IPS should make an application to the Legal Services Board on behalf of ILEX, as the approved regulator, to become a licensing authority.

61 Mrs Basra informed Council that this had been considered by the Joint ILEX and IPS Working Party. She added that it would require a lot of work and although the LSB aimed to introduce the licensing arrangements in Autumn 2011, ILEX would be slightly behind this schedule. Other regulators were likely to become the first licensing authorities. Mrs Basra added that the working party were particularly interested in becoming licensing authorities for special bodies, who would need to become licensed bodies by Autumn 2012.

62 The President felt that ILEX needed to obtain the reserved legal activities rights before becoming a licensing authority. Mr Hanning felt that ILEX should, if possible, be in the first batch to become a licensing authority and queried whether resources were a problem. Mr McGrady agreed with Mr Hanning and went on to ask if, apart from the set-up fees and development costs, it would be self-financing. Mrs Basra confirmed it would be provided licensed bodies were charged a fee that covered all costs. The President noted that with the change of government, it may be that the original timetable is put back a bit and therefore, we may actually find ourselves within the first batch of applications. Mr Hanning commented that in the first year, there may be no one to regulate; Mr McGrady agreed. Mr Watson commented that to reduce costs, people could be brought in who could already do the work. He added that it had not been built in to the budget for this year but there was a partial budget for next year. Council asked that a full outline of costs be produced for the July Council meeting.

63 On a proposal from Miss Silver, seconded by Mr Callan, Council unanimously agreed that ILEX should seek to become a regulatory body for special bodies and that ILEX will participate in LSB discussions on this subject.

64 On a proposal from Mrs Graham, seconded by Mr Shaw, Council unanimously agreed that IPS should make an application for ILEX to become a licensing authority and take steps to establish itself as a regulator of special bodies.

65 On a proposal from Mr Hanning, seconded by Mr Ralph, Council unanimously agreed, subject to not exceeding the figures presented in the paper, IPS is able to expend funds on additional resource(s) before the July Council meeting for the purposes of this project.

ITEM 15 APPROVAL OF ASSESSMENT FEES FOR ILEX Action Points
QUALIFICATIONS

66 Council was referred to a paper that was annexed to the Agenda. The paper asked Council to approve the assessment fees for the Level 3 Certificate/Diploma in Law and Practice and the Level 6 Professional Higher Diploma in Law and Practice, the Level 6 Single Subject Certificate and Graduate “Fast Track” Diploma for the January and June 2011 sessions.

67 Mrs Hollyer informed Council that there was nothing that she could add to the paper apart from to say that it was important to communicate the fees to colleges.

68 Mr Hanning asked if the increases would cover costs and whether a consultation process had taken place. Mrs Hollyer stated that the external fee does not cover costs and unlike last year, no consultation had taken place.

69 On a proposal from Miss Birchnall, seconded by Mrs Palmer, Council unanimously approved the assessment fees to be charged for the Level 3 Certificate/Diploma in Law and Practice qualifications in January and June 2011:

Examination fee per unit	£40.00
Total cost for the Certificate in Law and Practice	£200.00
Total cost for the Diploma in Law and Practice	£400.00
External centre fee per unit	£12.00

70 On a proposal from Miss Silver, seconded by Mr Hanning, Council unanimously approved the assessment fees to be charged for the Level 6 Professional Higher Diploma in Law and Practice, Level 6 Single Subject Certificate and Graduate “Fast Track” Diploma qualifications in January and June 2011:

Examination fee per unit 1 – 21 Law and Practice	£75.00
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Examination fee per unit 22 – 23 (skills) Client Care and Legal Research	£55.00
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Total price for the Professional Higher Diploma in Law and Practice*: 3 Law and 1 Practice unit and 2 Professional Skills units:	£410.00
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Total price for the Single Subject Certificate*: 1 unit in Law, Practice or Legal Skills:	£75.00 or £55.00 (depending on unit)
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Total price for the Graduate “Fast Track” Diploma*: 2 Practice units and 1 Professional Skills unit in Client Care Skills	£205.00
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External centre fee per unit:	£12.00
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* The total price is based on a candidate passing each assessment at the first attempt and does not include any external centre fee.

ITEM 16	GMT REPORT – CHIEF EXECUTIVE OF ILEX PROFESSIONAL STANDARDS	Action Points
71	Council was referred to a report annexed to the Agenda.	
72	Mr Watson informed Council that the LSB had agreed the revised Code of Conduct and the Memorandum of Understanding. The JAG MoU members had been agreed by the IPS Board. Mr Watson went on to add that s90 of the Immigration and Asylum Act 1999, which would enable the ILEX Disciplinary Tribunal to deal with misconduct by employees of ILEX Immigration practitioners, was being further considered by the Home office staff.	
73	Mr Ralph asked whether the change in government would affect the work of the Joint Advocacy Group. Mr Watson did not think it would as, although it had been set up as a response to the Carter Report on legal aid the LSB had now taken an oversight role to ensure common advocacy standards were established.	
ITEM 17	GMT REPORT – HEAD OF COMMUNICATIONS AND MARKETING	
74	Council was referred to a report annexed to the Agenda.	
75	Mrs McDonald informed Council that the Annual Report was being printed. Invitations for the President’s Luncheon had been sent to members of the new government and the winner of the Pro Bono medal would receive their prize at the luncheon – we had now received four nominations. Mrs McDonald added that invitations to the President’s Inauguration were also being sent out. Mrs McDonald informed Council that she had visited.	
ITEM 18	GMT REPORT – HEAD OF MEMBERSHIP	
76	Council was referred to a report annexed to the Agenda.	
77	Mr Burns informed Council that from September, the student registration form will be on-line however, it would still be available in paper format although this would be reviewed after a year. Mr Burns went on to say that Ms Dhillon had approached the Manchester Law Society to obtain tickets to their legal awards ceremony, at the time they did not have any but one was subsequently made available.	
ITEM 19	GMT REPORT – HEAD OF AWARDS	
78	Council was referred to a report annexed to the Agenda.	
79	Mrs Hollyer informed Council that as anticipated, there were a small number of entries for the Level 6 Professional Higher Diploma in Law and Practice examinations in January. Mrs Hollyer went on to say that she would be contacting centres who had not engaged with ILEX for a period of time.	

ITEM 20	GMT REPORT – HEAD OF CORPORATE AFFAIRS	Action Points
80	Council was referred to a report annexed to the Agenda.	
81	Miss Simpson informed Council that the three year business plan, for LSB Compliance and the Regulatory Independence Certificate, had been completed and a copy had been circulated to each Council member during the meeting.	
82	Miss Simpson informed Council that Equality and Diversity training had been organised for the 25 June; this date accommodated IPS Board members. Subject to availability and confirmation Director’s training would also take place on this day. She was also looking at on-line Equality and Diversity training as an alternative.	
ITEM 21	GMT REPORT – DIRECTOR OF INTERNATIONAL DEVELOPMENT	
83	Council was referred to a report annexed to the Agenda.	
84	Mr Westwood informed Council that although it was quite difficult to record the exact number of students studying the Legal Secretaries and Legal Studies courses, it was anticipated that we will reach 4,500 students by September. Mr Westwood said that following his visit to Kenya and Malawi, he would produce a report for Awards on the centres he had visited.	
ITEM 22	GMT REPORT – MANAGING DIRECTOR OF ITC	
85	Council was referred to a report annexed to the Agenda.	
86	The Chief Executive informed Council that Mr Inge was on annual leave but he was pleased with how the qualification sales are going and he was also pleased that the De Montfort University contract is to continue.	
ITEM 23	ANY OTHER BUSINESS	
	<i>Legal Walk</i>	
87	The President thanked all those who were taking part in the Legal Walk and she asked those not taking part to sponsor those who were.	
	<i>Branch Events</i>	
88	The President informed Council that the Bristol, Bath and Surrounds Summer Ball is being held on the 2 July and the Newcastle Branch Summer Ball is being held on the 12 June.	
	<i>Correspondence</i>	
89	The Chief Executive requested Council to be mindful of the content of any e-mails in light of Data Protection and Freedom of Information compliance.	

Civil Court Users Association

Action Points

90 Mr McGrady informed Council that the Civil Court Users Association would like to make ILEX an Honorary member of the Association. There would be no fees involved but they may require assistance on consultations.

91 On a proposal from Mr McGrady, seconded Mr Hanning, with 14 for, 0 against and 2 abstentions, Council accepted the invitation to become an Honorary member of the Civil Court Users Association. Mr McGrady confirmed he will informally accept the offer and follow it up in correspondence, making it clear we cannot reciprocate in any way.

DMcG

ITEM 24 DATE OF NEXT MEETING

92 The date of the next Council meeting is scheduled for 8 July 2010 at The Chartered Institute of Public Relations (CIPR), 52-53 Russell Square, London WC1B 4HP.

**JUDITH GORDON-NICHOLS
PRESIDENT**