

**NOTICE IS GIVEN THAT THERE WILL BE A MEETING  
OF THE COUNCIL OF THE INSTITUTE TO BE HELD AT 9.30 AM  
ON FRIDAY 27 JANUARY 2012 IN THE COUNCIL CHAMBERS  
AT KEMPSTON MANOR, KEMPSTON, BEDFORD.**

**MRS. DIANE BURLEIGH  
CHIEF EXECUTIVE**

---

**A G E N D A**

	<b>Timing for Guidance</b>
<b>TRAINING ON DIRECTORS DUTIES</b>	9.30 am
<b>ITEM 1</b> Apologies for absence – Council approval	10.30 am
<b>ITEM 2</b> Minutes of the Council meeting held on 25 November 2011	10.35 am
<b>ITEM 3</b> <b>PRESIDENT’S ANNOUNCEMENTS</b> (including comments on forthcoming Strategy)	10.40 am
<b>ITEM 4</b> Matters Arising and Actions from the Minutes of Council meeting held on 25 November 2011	10.50 am
COFFEE BREAK – 11.00 AM to 11.30 AM	
<b>ITEM 5</b> Chief Executive’s Report	11.30 am
<b>BARCLAY’S BANK PRESENTATION</b>	11.35 am
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;"><b>Financial Matters</b></div>	
<b>ITEM 6</b> Investment Policy	12.00 pm

<b>ITEM 7</b>	Council Meeting Costs	12.10 pm
<b>ITEM 8</b>	Report and Financial Statements for ILEX	12.20 pm
<b>ITEM 9</b>	Report and Financial Statements for ITC	12.25 pm
<b>ITEM 10</b>	Financial Statement for the Benevolent Fund	12.30 pm
<b>ITEM 11</b>	Presidential Appointments Committee	12.35 pm
<b>ITEM 12</b>	An update on progress to ensure compliance with The Office of Qualifications and Examinations Regulation (Ofqual) General Conditions of Recognition (GCR)	12.40 pm

LUNCH BREAK – 1.00 PM TO 2.00 PM

<b>Reports for Decision</b>
-----------------------------

<b>ITEM 13</b>	Paralegal Apprenticeship Project	2.00 pm
<b>ITEM 14</b>	Report on Legal Services Reform	2.15 pm
<b>ITEM 15</b>	Bye-Law 60 Policy: Revised Terms	2.25 pm
<b>ITEM 16</b>	Co-opted Seats – Specialist Needs Annual Review	2.35 pm
<b>ITEM 17</b>	Charter Logo	2.45 pm
<b>ITEM 18</b>	QASA Implementation	3.15 pm
<b>ITEM 19</b>	Membership (Outstanding Subscriptions)	3.25 pm

<b>GMT Reports for Noting</b>
-------------------------------

<b>ITEM 20</b>	GMT Report – Head of ILEX Professional Standards	3.35 pm
<b>ITEM 21</b>	GMT Report – Head of Group Communications and Marketing	3.40 pm
<b>ITEM 22</b>	GMT Report – Head of Membership	3.45 pm
<b>ITEM 23</b>	GMT Report – Head of Awards	3.50 pm
<b>ITEM 24</b>	GMT Report – Head of Corporate Affairs	3.55 pm

<b>ITEM 25</b>	GMT Report – Director of International Developments	4.00 pm
<b>ITEM 26</b>	GMT Report – Managing Director of ITC	4.05 pm
<b>ITEM 27</b>	Any Other Business	4.10 pm
<b>ITEM 28</b>	Date of next meeting	4.20 pm

Finish 5.00 pm on or before

**COUNCIL MEETING 27 JANUARY 2012**

**REPORTS FOR NOTING**

- ITEM 29** Minutes of Journal Advisory Panel held by teleconference on 2 November 2011
- ITEM 30** Minutes of Equality & Diversity Committee held on 7 December 2011
- ITEM 31** Minutes of City & Guilds/ILEX Quarterly Review Meeting held on 11 August 2011
- ITEM 32** Minutes of the meeting of the Board of Directors of ILEX Professional Standards Limited held on 22 July 2011
- ITEM 33** Minutes of the meeting of the Board of Directors of ILEX Professional Standards Limited held on 14 October 2011
- ITEM 34** Minutes of the Branches & International Committee teleconference held on 6 December 2011
- ITEM 35** Minutes of the Meeting of the Awards Performance and Strategy Committee (APSC) held on 30 June 2011 (these minutes are not approved)