From the Chief executive

29 May 2019

Dear member

ANNUAL GENERAL MEETING OF THE LAW SOCIETY OF ENGLAND AND WALES

I hereby give you notice under Bye-Law 19(1) that the Annual General Meeting (AGM) of the members of the Law Society will be held at the Society’s Hall, 113 Chancery Lane, London WC2A 1PL, on Thursday 4 July 2019 at 2.30 pm.

The President, Christina Blacklaws, will take the chair in accordance with Bye-Law 29. The business of the meeting will be as stated in Bye-Law 20(1):

(a) The chair shall be taken under Bye-Law 29 and the notice convening the meeting taken as read.

(b) Approval of the minutes of the 2018 AGM

The meeting will be asked to approve the minutes of the AGM held on 5 July 2018. The minutes were published on the Society’s website and copies will be available at the meeting.

(c) Declaration of members elected to the Council

The names of candidates nominated for election to the Council are printed in Appendix A to this notice.

In nine of the constituencies where vacancies arise the number of candidates does not exceed the number of vacancies, and so in those constituencies no ballot is necessary.

For four seats a contested ballot is being held, and in one further seat no candidate had come forward by the close of nominations.

In one seat a valid nomination was made by the relevant designated organisation and the nominee has been duly elected.

In the following constituencies more candidates were nominated than there were vacancies and so ballots are taking place:

- 2 – City of London
- 9 – Croydon and North Kent
- Junior Lawyers (solicitor seat)
- Junior Lawyers (trainee / LPC student)

Voting papers are being sent by Electoral Reform Services to electors in these constituencies. Internet voting is available and instructions on how to vote by this method are given in the voting paper. The results of the ballots will be announced at the Annual General Meeting.
If you require a duplicate voting paper because the first one is lost or destroyed, please send your request in writing to –

Customer Services
Electoral Reform Services
The Election Centre
33 Clarendon Road
London
N8 0NW
e-mail: customerservices@electoralreform.co.uk
Telephone: 020 8365 8909

giving your name and your registered practising address, quoting “Law Society Election”.

Please do not contact the Law Society to request a duplicate.

In one constituency – No 21 Welsh Marches – no candidate had been nominated by the last date for nominations. Nomination committees are being convened in this constituency in accordance with Bye-Law 64 to nominate a candidate, who will be deemed to be duly elected. The names of the candidate so nominated will also be announced at the AGM.

(d) Reception of the annual report of the Council

The Law Society’s Annual Report and consolidated financial statements for the year ended 31 October 2018 will be available online at www.lawsociety.org.uk.

If you would prefer to receive these documents in hard copy when they are available, please contact Sue Sutcliffe on 020 8049 4109, or email her at sue.sutcliffe@lawsociety.org.uk Copies will be available at the meeting.

The President will move –

RESOLUTION 1

That the Annual Report of the Council be received.

(e) Approval of the accounts signed by the auditors

The Treasurer will move –

RESOLUTION 2

That the accounts signed by the auditors be approved.

(f) Business introduced by the Council shall be taken

The President will move –

RESOLUTION 3

That the amended text of Bye-Law 86 of the Society, and consequential amendments to Bye-Law 85, as attached at appendix B to this notice, which were approved by the Council on 29 May 2019 for submission to the AGM, be approved.
(g) and (h) No motions have been received and no other business has been notified.

At the conclusion of the meeting, the president will invest her successor with the president’s badge of office. The vice president will likewise invest his successor with the vice president’s badge of office and the deputy vice president will invest his successor with the deputy vice president’s badge of office.

Yours sincerely

Paul Tennant
Chief executive
## APPENDIX A

### 1. COUNCIL MEMBERS ELECTED OR RE-ELECTED UNOPPOSED

<table>
<thead>
<tr>
<th>Constituency</th>
<th>Candidates elected or re-elected</th>
</tr>
</thead>
<tbody>
<tr>
<td>10 – Kent</td>
<td>Richard Atkinson</td>
</tr>
<tr>
<td>11 – Surrey (two vacancies)</td>
<td>Sushila Abraham, Alastair Douglas Wollaston Logan</td>
</tr>
<tr>
<td>13 – Outer Sussex</td>
<td>Holly Marion Joy Goacher</td>
</tr>
<tr>
<td>23 – Birmingham and District</td>
<td>Ravinder Singh Chumber</td>
</tr>
<tr>
<td>25 – Cheshire and North Wales</td>
<td>Mark Evans</td>
</tr>
<tr>
<td>26 – Merseyside and District</td>
<td>Nina Ferris</td>
</tr>
<tr>
<td>28 – Central Lancashire and Northern Greater Manchester</td>
<td>Asma Ruksar</td>
</tr>
<tr>
<td>35 – Leicestershire, Northamptonshire and Rutland</td>
<td>Linda Karen Hadfield Lee</td>
</tr>
<tr>
<td>41 – Leeds</td>
<td>Nick Emmerson</td>
</tr>
</tbody>
</table>

### 2. CANDIDATES NOMINATED IN CONSTITUENCIES WHERE A BALLOT WILL BE REQUIRED

<table>
<thead>
<tr>
<th>Constituency</th>
<th>Candidates</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 – City of London (one vacancy)</td>
<td>Robert Henry Glanville Boums, Salome Coker, Pavel Klimov</td>
</tr>
<tr>
<td>9 – Croydon and North Kent (one vacancy)</td>
<td>Sophie Khan, Eunice Shang-Simpson</td>
</tr>
<tr>
<td>18 – West Country and Gwent (two vacancies)</td>
<td>Scott Bowen, Kathryn Victoria Elizabeth Broughton, Peter Roderick Mole, Clive Roger Thomas</td>
</tr>
<tr>
<td>Junior Lawyers (solicitor) – with no more than 5 years and 364 days PQE (one vacancy)</td>
<td>James Kitching, Stephen Mackellar, Rebecca Ranson, Muazzam Ali Sandhu, Prisca Wharton</td>
</tr>
<tr>
<td>Junior Lawyers – Trainee seat including LPC students (one vacancy)</td>
<td>Jonathan Andrews, Niloofar Bozorgi, Sharmin Chowdhury, Sinead McGrath</td>
</tr>
</tbody>
</table>

### 3. CONSTITUENCY IN WHICH NO NOMINATION WAS RECEIVED BY THE DUE DATE AND THEREFORE THE NOMINATION PROCEDURE IS BEING INVOKED:

- 21 – Welsh Marches

### 4. CONSTITUENCY IN WHICH A VALID NOMINATION HAS BEEN MADE BY A DESIGNATED ORGANISATION UNDER BYE-LAW 79 AND THE NOMINEE IS DULY ELECTED:

Association of Personal Injury Lawyers (APIL) – Brett Dixon
Explanatory note

There have for many years been powers in the Bye-Laws under which Council members who are subject to certain sorts of investigations or criminal or disciplinary proceedings may be ‘suspended’ from acting. Although these proposals have been seldom used, the committee responsible for administering them, formerly called the Council Members’ Conduct Committee and now re-titled the Conduct Committee, suggested that a number of clarifications relating to the circumstances and conditions of such suspension, including the introduction of the term ‘administrative suspension’ to put beyond doubt that the measure was in no way a sanction but rather a precautionary act, were desirable. After discussion, the Council agreed to the proposals of the Committee which are now being brought to the AGM as proposed Bye-Law amendments.

The new text of the relevant parts of the Bye-Laws is set out below.

The AGM is asked to approve these amendments, to come into immediate effect.
86(1) The Conduct Committee through delegated authority from Council, may place a Council member on administrative suspension if it considers it appropriate in the circumstances by a notice in writing served on a member who is the subject of -

(a) an investigation by the Conduct Committee, or by such other person or body as may be authorised by the Council, into any allegation that he or she has breached the Code of Conduct or any other relevant policy for Council members where serious allegations have been made;

(b) proceedings in any court relating to a criminal offence other than an offence under any road traffic legislation for which only a fine or non-custodial penalty can be imposed; or

(c) regulatory proceedings before the Tribunal or regulatory proceedings issued by any other regulatory body exercising statutory powers to whose jurisdiction the member is subject.

(2) A Council member placed on administrative suspension under (1) shall not -

(a) carry out any Council or other Law Society duties, roles or responsibilities,

(b) go onto Law Society premises (other than those members' facilities generally open to members of the Society), or

(c) make contact with staff of the Society in their member capacity,

except to the extent permitted by the Conduct Committee, if it is satisfied that it would be appropriate for the Council member to continue to perform those functions while the investigation or proceedings concerning the Council member are ongoing.

(3) (1) A notice served on a Council member under 86(1) must:

(a) contain the terms of the suspension under 86(2);

(b) include a reasonably sufficient statement of the reasons for the suspension; and

(c) offer the Council member a reasonable opportunity, within 21 days of the date of the notice, to object to the suspension and/or its terms by making written representations to the Conduct Committee.

(2) Following receipt of any such representations the Conduct Committee must convene a meeting to hear the representations in person if so requested. A Council member may make representations at that meeting either in person or by a legal representative as the Council member shall decide.

(4) Following consideration of any representations made by the Council member under 86(3) the Conduct Committee must confirm, confirm with amendments or terminate the suspension.
(5) A suspension imposed on a Council member under this Bye-Law will remain in force during any representations process which follows the service of a notice under 86(3) until it is confirmed, amended or terminated under 86(4).

(6)(1) Upon the conclusion of the investigation or any proceedings referred to in 86(1)(a), (b) or (c), a member will be entitled to have their suspension lifted unless the Conduct Committee determines that it is appropriate as an outcome of that process for the administrative suspension to be continued.

(2) If suspension is continued under 86(6) the member will have an opportunity to make further representations to the Conduct Committee under the same process as set out at 86(3) and (4).

(7) Administrative suspension of a Council member under this Bye-Law shall automatically act to preclude a member from acting, or standing for election, as President, Vice President or Deputy Vice President during the period of suspension.

Additional consequential changes

Removal of Council members

85  (2) No Council member may be removed from office under this Bye-Law unless –

(a) he or she has been given not less than 21 days' notice in writing of the proposal to remove him or her from office, together with a reasonably sufficient statement of the reasons for the proposal; and

(b) he or she has been given a reasonable opportunity to make representations to the Council, either in person or by a legal representative as he or she shall decide, on the subject of the proposed removal.

(3) A Council member who is the subject of the removal procedure in this Bye-Law shall be automatically suspended while the procedure is followed and the consequences of suspension stated in Bye-Laws 86(2) and 86(6) shall apply to the member during such suspension as if he or she had been suspended under Bye-Law 86(1).