

ELIZABETH THE SECOND by the Grace of God of the United Kingdom of Great Britain and Northern Ireland and of Our other Realms and Territories Queen, Head of the Commonwealth, Defender of the Faith:
TO ALL TO WHOM THESE PRESENTS SHALL COME, GREETING!

WHEREAS The Chartered Institute of Legal Executives (“the existing Institute”) has by its humble Petition prayed that We would be graciously pleased to grant it a Charter of Incorporation:

AND WHEREAS We having taken the said Petition into Our Royal Consideration are minded to accede thereto:

NOW THEREFORE KNOW YE that We, having taken the said Petition into Our Royal Consideration, are pleased, by virtue of Our especial grace, certain knowledge and mere motion, to grant and declare, and do hereby for Us, Our Heirs and Successors, grant and declare as follows:

1. The Fellows and other members of the existing Institute at the date hereof and all other persons who shall pursuant to this Our Charter and the Bye-Laws become the Fellows and members of the Corporation hereby constituted are hereby created and henceforth for ever shall be one Body Politic and Corporate by the name of “The Chartered Institute of Legal Executives” (hereinafter referred to as “the Chartered Institute”) and by the same name shall have perpetual succession and a Common Seal with power to alter, vary, break and make anew the said Seal from time to time at their discretion and by the same name may sue and be sued in all Courts in all manner of actions and proceedings and shall have power to do all other matters and things incidental or appertaining to a Body Corporate.
2. The objects for which the Chartered Institute is incorporated are:
 - (a) To serve the public interest by promoting and maintaining proper standards of ethical conduct, efficiency and training on the part of Fellows and other members of the Chartered Institute, whether by acting as an approved regulator under the Legal Services Act 2007 (The Act) or otherwise.
 - (aa) To serve the public interest by acting as an approved regulator under the Act, so far as designated by the Lord Chancellor to do so, in respect of persons (not being Fellows or members of the Chartered Institute) and entities carrying on, or seeking to carry on, reserved legal activities within the meaning of Section 12 of the Act.
 - (ab) To serve the public interest by acting as a qualifying regulator under Schedule 18 to the Act, so far as approved by the Legal Services Board to do so, in respect of Fellows and members of the Chartered Institute, and other persons and entities, providing, or seeking to provide, immigration advice and services.

- (ac) To serve the public interest by exercising such other functions relating to the grant of regulatory approvals under the Act as may be conferred from time to time.
 - (b) To provide for the education and training, and developing the proficiency, of Fellows and those who wish to become proficient in the law, including those persons seeking to qualify as Fellows, in all subjects and skills, whether in the law or otherwise.
 - (c) To enhance and maintain public confidence in the work of Chartered Legal Executives and other persons and entities regulated by the Chartered Institute within the administration of justice and the service of clients.
 - (d) To promote in the public interest co-operation and mutual assistance amongst persons employed in the legal profession or engaged in legal work.
3. In furtherance of the said objects, but not otherwise, the Chartered Institute may exercise any of the following powers:
- (a) To recognise proficiency in the law and other subjects by the award of diplomas, certificates, prizes, scholarships, bursaries or other awards, and to award such special qualifications as it may from time to time think fit.
 - (b) To establish trust funds, bursaries and scholarships and to make payments out of its funds to promote the educational and professional advancement of persons referred to in Article 2(b).
 - (c) To publish information through printed or electronic media on matters affecting the law and legal practice and any other subject relating to the education and training it provides.
 - (d) To establish and maintain branches and other geographically-based structures, whether in England and Wales or elsewhere.
 - (e) To provide financial assistance or relief to persons who are or have been Fellows or otherwise registered with the Chartered Institute, or their dependants, and to establish a charitable fund for the provision of such financial assistance or relief, but:
 - (i) no monies may be applied under this paragraph except out of income, and
 - (ii) not more than 10% of the income of the Chartered Institute may be so applied in any one year.
 - (f) To carry out any other lawful trade or business where this appears to be advantageous to the Chartered Institute.
 - (g) To acquire, dispose of and grant any interest in any property, business or rights where this appears to be advantageous to the Chartered Institute.
 - (h) To form, promote or be involved in forming or promoting any company (including without limitation any company intended to carry out regulatory functions delegated by the Council) where this appears to be advantageous to the Chartered Institute.
 - (i) To raise or borrow money on any security and to secure or discharge any debt or obligation.

- (j) To establish and maintain, in the public interest, compensation funds, professional indemnity schemes and any other schemes or arrangements in respect of the acts of Fellows and other persons and entities registered with or regulated by the Chartered Institute.
 - (k) To do such other things as are incidental or helpful to the attainment of the said objects.
- 4. Subject to Article 5, the income and property of the Chartered Institute, from whatever source, shall be applied solely towards the promotion of the said objects, and no part of it shall be paid or transferred in any way to the members of the Chartered Institute or members of the Council.
- 5. The Chartered Institute may pay:
 - (a) Reasonable remuneration to any member (other than a member of the Council) for any services rendered to the Chartered Institute.
 - (b) Interest on money lent by any member (including a member of the Council) at a rate not above whichever is the greater of:
 - (i) two per cent less than the minimum lending rate prescribed from time to time by the Bank of England, and
 - (ii) Three per cent.
 - (c) Reasonable rent for premises let to the Chartered Institute by any member (including a member of the Council).
 - (d) Remuneration, fees or other monetary benefit to a company of which a member of the Council is a member so long as he or she holds not more than one per cent of the capital of the company.
 - (e) Out-of-pocket expenses to any member of the Council.
 - (f) Reasonable sums, the amount and frequency of which shall be determined by the Council, to the employers of members of the Council or, in the case of members who are self-employed, to either the legal entity through which the member practises or to the member personally, at the option of the member concerned.
- 6. There shall be two classes of member of the Chartered Institute, namely:
 - (a) Fellows; and
 - (b) Members registered with the Chartered Institute in the grades set out in the Bye-Laws ("members").
- 7. Fellows shall be admitted by the Council in accordance with the procedures in the Bye-Laws, and every candidate for admission shall comply with the requirements in the Bye-Laws.
- 8. Members shall be registered in their respective grades in accordance with the procedures in the Bye-Laws and must comply with the requirements set out in the Bye-Laws.
- 9. Fellows shall be entitled to receive notices of general meetings, to attend, speak and vote at such meetings and to participate generally in the activities of the Chartered Institute. Fellows may use the designatory letters "FCILEx" after their names. Fellows may, subject to such conditions

as the Council may lay down from time to time, use the title or description "Chartered Legal Executive".

10. Members shall not be entitled to receive notices of general meetings or to attend, speak or vote at such meetings, but may participate in the activities of the Chartered Institute as decided by the Council. Members may use such designatory letters as are authorised in the Bye-Laws or decided by the Council from time to time for the relevant grade of registration.
- 10A. Persons (not being Fellows or members) regulated (either directly or as managers of entities) under Article 2(aa) or Article 2(ab) may participate in the activities of the Chartered Institute as decided by the Council.
11. Each Fellow and member is by his or her admission or registration taken to have agreed to be bound by this Our Charter and the Bye-Laws. Each applicant (not being a Fellow or member) for
 - (a) authorisation by the Chartered Institute to carry on reserved legal activities;
 - (b) authorisation by the Chartered Institute to provide immigration advice and immigration services; or
 - (c) any other form of regulatory approvalshall be taken to agree if authorised or approved to be bound by this Our Charter and the Bye-Laws.
12. The management of the Chartered Institute is vested in a Council ("the Council") constituted in accordance with the Bye-Laws. The Council shall at any one time consist of not more than 23 members. The Council shall administer the Chartered Institute in accordance with this Our Charter and the Bye-Laws, and subject to Article 13 may do all such things as may be done by the Chartered Institute which are not by this Our Charter or the Bye-Laws reserved to a general meeting.
13. The Council shall in accordance with Schedule 4 to the Legal Services Act 2007 delegate regulatory functions defined in the Bye-Laws to a subsidiary company, and shall not exercise such functions itself.
14. The Council may delegate any function other than a regulatory function defined in accordance with Article 13, and subject to such conditions as it shall specify, to:
 - (a) a subsidiary company;
 - (b) a committee of the Council, a sub-committee of such a committee or any officer or member of staff, and may authorise a committee of the Council to sub-delegate any functions delegated to the committee to a sub-committee or any officer or member of staff.
15. Any delegation of a function under Article 14 shall not preclude the Council or the committee, as the case may be, from exercising the function concerned in any particular matter.

16. The first Bye-Laws of the Chartered Institute (“the Bye-Laws”) shall be those in the Schedule. The Chartered Institute in general meeting may by resolution add to, amend or revoke the Bye-Laws. Such a resolution (“a special resolution”) must be passed by not less than two-thirds of the members voting at a meeting convened after no less than twenty-one days’ notice. No such resolution shall be effective until approved by the Lords of Our Most Honourable Privy Council, of which approval a Certificate signed by the Clerk of Our said Privy Council shall be conclusive evidence.
17. The Chartered Institute in general meeting may by special resolution add to, amend or revoke any of the provisions of this Our Charter or any Supplemental Charter which may be granted hereafter to the Chartered Institute. No such addition, amendment or revocation shall be effective unless allowed by Us, Our Heirs or Successors in Council, of which allowance a Certificate signed by the Clerk of Our said Privy Council shall be conclusive evidence.
18. The Chartered Institute in general meeting may by special resolution surrender this Our Charter and any Supplemental Charter. The resolution is subject to the approval of Us, Our Heirs or Successors in Council and is subject to such terms as We or They may consider fit. The affairs of the Chartered Institute shall be wound up or otherwise dealt with as the general meeting directs or, in default of such directions, as the Council decides.
19. If upon the winding-up or dissolution of the Chartered Institute any property remains after all debts and liabilities have been met, that property shall not be paid to or distributed among the members of the Chartered Institute, or any of them, but shall, subject to any special trusts, be transferred to some other association or institution having objects similar to those of the Chartered Institute and which is bound by similar restrictions to those in Articles 4 and 5, as decided by the general meeting. If effect cannot be given to this Article, the property shall be transferred to some charitable object.

AND it is Our Royal Will and Pleasure that this Our Charter shall ever be construed

IN WITNESS whereof We have caused these Our Letters to be made Patent. benevolently and in every case most favourably to the Chartered Institute and the promotion of its objects.

WITNESS Ourselves at Westminster the day of _____
in the _____ year of Our Reign.

BY WARRANT UNDER THE QUEEN’S SIGN MANUAL