Name

1. The Association shall be known as the Health and Safety Lawyers Association.

Objects

2. The objects of the association are:

   (a) To promote the development of health and safety law

   (b) To further research and to educate and train its members and others in the areas of health and safety law

   (c) To promote the expertise of its members in dealing with issues of health and safety law

   (d) To co-operate with other organisations whose objects are similar to those of the association.

Membership

3. Persons shall be eligible to be members of the Association if they support its objects and fall within one or more of the following categories:

   (a) Members of the Bar or admitted solicitors in England and Wales or Northern Ireland or members of the Faculty of Advocates, Writers to the Signet or solicitors in Scotland.

   (b) Pupil barristers and trainee solicitors.

   (c) Persons who are or have been teachers of law holding, or who have held, posts at universities or other academic institutions.

   (d) Fellows, Members or Associates of the Institute of Legal Executives.

   (e) Persons resident in the United Kingdom who have acquired professional status as lawyers in other member states of the Council of Europe or the Commonwealth.

   (f) Current or retired members of the United Kingdom Judiciary or the Judiciary of other Member States of the Council of Europe or the Commonwealth.

   (g) Other persons having connections with the teaching, practice, or administration of the law who, in the opinion of the Committee would be likely to make a valuable contribution to the work of the Association.

   (h) Graduates or Undergraduate students of law [including those undertaking part-time or distance learning study] studying with a view to qualifying as (a)to (f) set out above.

4. An eligible person who wishes to become a member of the Association shall submit to the Secretary a signed application in writing, together with a bank standing order mandate, electronic transfer, cheque, or any other form of payment that the Treasurer shall deem appropriate for the payment of the subscription that shall be set for members from time to time.

5. Determination of any issues as to eligibility for membership shall be resolved by the committee and its decision will be final.

6. Membership shall terminate:

   (a) Upon the member ceasing to be eligible for membership.

   (b) Upon receipt by the Secretary of the member's written notice of resignation.

   (c) By resolution of the committee if the members subscription shall be three months in arrears; and

   (d) If the member is expelled by a vote of two thirds of the members present and voting at a general meeting on a resolution for that purpose.

7. The Association in General Meeting may on the recommendation of the Committee elect any person a President, an Honorary Vice-President, or Honorary Member of the Association.

8. **OFFICERS AND COMMITTEE**

   (a) The Officers of the Association shall be:

      (i) a Chair,

      (ii) a Vice-Chair,

      (iii) a Secretary,

      (iv) a Vice-Secretary,

      (v) a Treasurer, and.

      (vi) 7 HLSA Officers whose role and function will be determined and allocated from time to time by the committee so as to take account of the needs and objectives of the HSLA at any particular time.

   (b) Subject to Rule 17 no person shall hold more than one of the above posts. References elsewhere in the rules to the Secretary shall, where appropriate, be treated as references to the Vice-Secretary.

9. The Committee shall consist of the Officers and not more than 3 co-opted members.

10. The co-opted members shall be selected by the Committee and Co-option decisions shall be made with a view to ensuring that the constitution of the Committee reflects the membership of the Association from time to time.

11. Subject to Rule 19 the Officers and Committee shall be elected at the Annual General Meeting. Such meeting may be held electronically.

12. The Secretary may vary any notice period provided for by the Rules.

13. Nominations for election of any person as an Officer or a member of the Committee may be made by the Committee or by written notice given by two members of the Association and signed by the candidate. Nominations (other than those made by the Committee) shall be delivered to the Secretary not less than twenty-one days before the Annual General Meeting. Those nominations may be submitted by electronic mail.

14. The Retiring Chair will not be eligible to stand for a consecutive term of office, save where no other candidate stands for election to that office. All other Retiring Officers shall be eligible for re-election.

15. The Period of office shall be:

    (a) Three years for the offices listed at Rule 8(a)(i) to (v).

    (b) Two years for all other officers

16. To be eligible for the office of Chair, the member must have held at least one previous term as an elected officer of the HSLA.

17. All contested elections for office or membership of the committee shall be conducted by ballot of the members of the Association.

18. The form and procedures for elections shall be determined by the committee and notified to members together with the notice of elections at the relevant time. Such form and procedures may include, but not be limited to, the use of electronic voting.

19. If there shall be a vacancy in any office the Committee shall either appoint one of the other members of the Committee or shall co-opt a member to fill the vacancy.

20. Co-Opted members of the Committee shall hold office for the term that would otherwise have been held by an elected member and until the close of the Annual General Meeting following their co-option.

21. The tenure of all members of the Committee shall be subject to the terms of this rule. Any Committee members who fail to attend three consecutive Committee meetings without reasonable excuse shall automatically be deemed to have resigned from the Committee. The remaining members of the Committee shall have power to co-opt any member of the Association to fill the resulting vacancy, subject to the limit in Rule 8.

General Meetings

22. An Annual General Meeting shall be held in respect of each calendar year. It shall be held on such day as may be appointed by the Committee, being not more than 15 months after the previous Annual General Meeting.

23. The business to be conducted at the Annual General Meeting shall be such as may be required by the Rules directed by the Committee together with any resolution of which notice in writing to the Secretary signed by two members of the Association has been in accordance with any period of notice determined by the Secretary and notified to members for this purpose, save where no nominations are received for an Officer Any other matters may in the discretion of the Chair of the meeting be raised without notice for purposes of discussion only.

24. The secretary shall give to each member of the Association written notice of the date, time, and place of the Annual General Meeting. The Secretary shall not less than ten days before the date of the meeting, send to each member of the Association and agenda specifying the business to be conducted at the meeting and the names of candidates for election.

25. A Special General Meeting shall be held:

(a) If requisitioned by the Committee; or

(b) On the requisition of not less than ten members of the Association. Such requisition shall be made in writing to the Secretary and shall specify the business for which the Special General Meeting is to be requisitioned, and no other business shall be transacted at the meeting.

26. The Secretary shall give to each member of the Association not less than fourteen days written notice of any Special General Meeting, specifying the date, time and place of the meeting and the business to be transacted.

27. Accidental failure to give notice of a General Meeting or send an agenda to any member in due time or at all shall not invalidate the proceedings at that General Meeting.

28. The Chair of the Association (or in his/her absence the Vice-Chair) shall take the Chair at any General Meeting. In the absence of both the Chair and the Vice-Chair, the members present at the Meeting shall elect a Chair. In the absence of the Secretary, the Chair of the Meeting shall appoint some member to take the minutes of the meeting.

29. The quorum of any General Meeting shall be five.

30. If the business of a General Meeting is not concluded within the time available, the meeting shall be adjourned to such time and place as the chair of the Meeting shall direct.

Committee Powers and Meetings

31. So far as not otherwise provided in these Rules and subject to any directions that may be given by a resolution of the Association in General Meeting, the affairs of the Association shall be controlled and directed by the Committee.

32. The Chair of the Association (or in his or her absence the Vice-Chair) shall take the Chair at any meeting of the Committee. In the absence of the Chair or the Vice-Chair, the members present at the meeting shall elect a Chair.

33. The quorum at any meeting of the Committee shall be five.

34. Any member of the Committee may send an alternate who is a member of the Association to act and vote in his or her place at any meeting of the Committee that he or she is unable to attend.

35. All decisions of the Association and its committee shall be by way of the majority of those attending and eligible to vote. Any dispute as to eligibility to vote shall be determined by the secretary. The Chair of the Meeting shall have a casting vote in the event of equality of votes.

36. Meetings of the Committee shall be convened at such times and places as shall be agreed by the Committee and may also be convened on the requisition of any of the Officers or any three members of the Committee. The Secretary shall give to each member of the Committee not less than seven days notice of any such meeting, but the period of notice may be abridged in case of urgency. Accidental failure to give notice to any members in due time or at all shall not invalidate the proceedings.

37. The Committee may appoint sub-committees for specific purposes and may co-opt any persons (whether or not members of the Association) to such sub-committees.

38. The Committee shall at each Annual General Meeting report to the members of the Association on its conduct of the affairs of the Association since the previous Annual General Meeting.

Subscriptions and Finance

39. Subscriptions

(a) The subscriptions for the year shall be such sum or sums as may be determined by the Committee from time to time in accordance with Rule 42 or paragraph (c)below.

(b) Subject to Paragraph (c) below subscriptions shall be paid by such form and on such date as the Treasurer deems appropriate ("the renewal date")

(c) Members of the Association who are students and who wish to renew their membership shall inform the Secretary in writing not less than 21 days before the renewal date of whether they remain students on the renewal date. If they do not remain students their membership must be renewed by payment of the appropriate subscription.

40. The amount of the annual subscription may, with effect from the beginning of the next year, be altered by a resolution at a meeting of the Committee.

41. Association shall open and maintain an account at a bank to be selected from time to time by the Committee, which may include a client account of a firm of solicitors as nominated by the committee from time to time, into which the subscriptions and other receipts of the Association shall be paid. Money not for the time required for the purposes of the Association may be placed on deposit account or invested in any other manner by the Committee.

42. The Committee may make rules from time to time to determine which members shall have authority to incur expenditure on behalf of the association.

43. The Treasurer shall be responsible (under the supervision of the Committee) for the management of the finances of the Association. If required, the Treasurer shall cause accounts to be prepared in respect of each year and such accounts shall be laid before the Annual General Meeting in the following year.

Amendments to the Rules

44. Once adopted by an Annual General Meeting, and subject to Rule 42 these Rules may be altered only by a resolution at a General Meeting supported by at least two thirds of the members present and voting thereon.

Notice

45. Any written notice shall be deemed to be given to a member if it has been sent by post or delivered or sent by electronic mail to a member's last notified address by such member to the Secretary.