

<b>Title</b>	Pre-emptions and De-emptions for the 2019 Year of Account
<b>Purpose</b>	Procedure for making pre-emption and de-emption applications for the 2019 year of account
<b>Type</b>	Scheduled
<b>From</b>	Jon Hancock, Performance Management Director Performance Management
<b>Date</b>	5 June 2018
<b>Deadline</b>	5 July 2018 onwards
<b>Related links</b>	<a href="#">Business Timetable; Auction &amp; Stamp Building Timetable and Associated Forms; Syndicate Pre-emption Byelaw</a>

Managing agents should note the content of this bulletin, which provides details of:

- i) the business plan agreement process in respect of changes in capacity
- ii) the pre-emption and de-emption notification process

A list of the key dates is set out at Annex 1.

### **Change in syndicate capacity for aligned syndicates**

Where managing agents can confirm to the Performance Management Division (PMD) that:

- all of the members of a syndicate approve a proposed change in syndicate capacity and the proportions in which the change will be allocated; and
- the capacity will not be traded in the auctions,

managing agents are not required to follow the pre-emption procedures set out in the Syndicate Pre-Emption Byelaw. Any changes to the syndicate capacity will be addressed as part of the Syndicate Business Plan process (see Annex 1 for the relevant timetable).

### **Changes in syndicate capacity for non-aligned syndicates**

Managing agents of non-aligned syndicates that wish to increase or decrease capacity are required to follow the procedures set out in the Syndicate Pre-Emption Byelaw. In outline, where a managing agent wishes to increase capacity it is required to write to all members (where appropriate through their members' agent or MAPA operator) offering the additional capacity on a pro-rata basis. Decreases in capacity should also be on a pro-rata basis. All offers of additional capacity must be made no later than 24 August 2018.

#### **- Capacity Increases of more than 7.5%**

Where a managing agent wishes to increase the capacity of a syndicate by more than 7.5% the managing agent must give written notice to members of its intention and within 14 days is required to obtain 75% agreement from the syndicate members who respond, weighted by capacity. Managing agents need to ensure they have the requisite approval prior to making any pre-emption offer. Paragraph 6 of the Syndicate Pre-Emption Byelaw provides further details of the procedure to be followed.

#### **- Offers to be conditional on PMD agreement**

Any pre-emption offer made under the Syndicate Pre-emption Byelaw must be made conditional on an increase in the syndicate's capacity being agreed by the Capital and Planning Group (CPG) as part of the syndicate's Business Plan and provide that if a lower increase is agreed the increase in syndicate capacity being offered shall be reduced accordingly. The offer must also invite members to specify whether they would wish to take up all or part of their pre-emption entitlement if a lower increase in syndicate capacity is agreed by CPG.

#### **- Acceptance of pre-emption offers**

Any acceptance of a pre-emption offer must be made by no later than 22 October 2018. As pre-emption offers are conditional on an increase in syndicate capacity being agreed by CPG, no acceptance of an offer shall take effect until such agreement is given. If an increase in syndicate capacity is agreed, the managing agent shall allocate the capacity to members of the syndicate in accordance with the offer and with members' acceptances. If no increase is agreed the pre-emption offer shall lapse.

### **Syndicate Business Planning Process**

CPG will consider, and where appropriate agree, a proposed change in syndicate capacity as an integral part of agreeing Syndicate Business Plans. Details of proposed changes to syndicate capacity must be set out in the Syndicate Business Forecast (SBF) which must be submitted in accordance with the timetable set out in [Market Bulletin Y5176](#).

### Waiver of Requirement for Council Consent

As in previous years, the requirement for the approval of Council set out in the Syndicate Pre-Emption Byelaw is waived in respect of:

- increases in syndicate capacity in excess of 25% (paragraph 6(8)(a));
- any increase in syndicate capacity where a managing agent has been informed of a regulatory concern (paragraph 6(8)(b));
- where the agent manages a syndicate in run-off (paragraph 4A); and
- reductions in syndicate capacity in excess of 15% (paragraph 5(5)).

Instead, all changes in capacity will be considered by Lloyd's as part of the Syndicate Business Plan Process.

### Returns for non-aligned syndicates

The following forms must be used when making returns to Market Services so that they are kept fully informed of proposed changes and to enable syndicate stamps to be prepared for the 2019 year of account.

- pre-emption intentions (PI)
- pre-emption confirmations (PC)
- de-emption intentions (DI)
- de-emption confirmations (DC)

Market Services must receive completed PI and DI forms by close of business on 6 September 2018 and completed PC and DC forms within one working day of a syndicate receiving notification from CPG that their business plan for 2019 has been agreed. These forms can be obtained from the Lloyd's website within the [Auction & Stamp Building Timetable and Forms](#) section or by contacting Sally Dunning (Tel: +44 (0)1634 392486) or Claire Sheahan (Tel: +44 (0)1634 392904) or [syndicatestamps@lloyds.com](mailto:syndicatestamps@lloyds.com) in Market Services.

If you have any enquiries relating to this bulletin please contact your Syndicate Business Performance Manager.

**Annex 1 - Pre-emption/De-emption - Key Dates**

<b>Date</b>	<b>Event</b>
5 July 2018	Deadline for managing agents of all syndicates to submit their high level planning data for the 2019 year of account which should include proposed changes in syndicate capacity
24 August 2018	Last date for managing agents to make pre-emption offers
6 September 2018	Deadline for submission of SBF in respect of non-aligned syndicates as part of which proposed changes in capacity will be considered  Last date for managing agents of non-aligned syndicates to submit their intention to pre-empt or de-empt for 2019 to Market Services
4 October 2018	Deadline for submission of SBF in respect of aligned syndicates as part of which proposed changes in capacity will be considered
16 October 2018	Syndicate Business Plan agreement deadline for non-aligned syndicates
22 October 2018	Pre-emption acceptance deadline (conditional on CPG approval of Syndicate Business Plans) - acceptances to be received by managing agents and notified by members' agents to Market Services
24/25 October 2018	First Capacity Auction
31 October / 1 November 2018	Second Capacity Auction
7/8 November 2018	Third Capacity Auction
22 November 2018	Syndicate Business Plan agreement deadline for aligned syndicates