

FACULTY OFFICE

ADVISORY BOARD

Meeting to be held on Wednesday 22nd January at **10.30am/11.00am**
at 1 The Sanctuary, Westminster SW1P 3JT

A G E N D A Part 1 – open issues

1. Apologies for absence
2. Minutes of last meeting
3. Matters arising not otherwise on the agenda
4. LSB regulatory performance assessment November 2019 – including briefing for Board members on new style agenda/minutes, publication of all papers except where confidentiality issues are key and learning from the profession (Mark to lead)
5. Resourcing the Faculty Office – an update from team awayday (Mark)
6. Review of Master's priorities for 2019
 - Advising on the regulatory standards and diversity action plans
 - Revision of the Code of Practice
 - Advising on the new fee structure
 - Advising on the OPBAS action plan
7. Key performance indicators (Ann)
8. Report from the joint working party on professional qualifications (Elaine)
9. Increasing the size of the profession (Howard/Mark)
10. Internal governance rules
11. AML/OPBAS matters (Neil)
12. Proposals for rule changes (Neil):
 - Notaries (Practising Certificates) Rules 2012
 - Notaries (Accounts Rules) 1989 (as amended) & related accounting rules amalgamation
13. Composition of the Advisory Board - additional lay members / rotation of professional advisers (Mark)
14. Any other urgent business

15. Dates of next meetings for 2020

A G E N D A Part 2 – confidential issues

1. Any business as advised in advance