



FACULTY OFFICE

Senior Officers' Meeting

To be held on 27 April 2020 @ 11:00

AGENDA

PART I: Ecclesiastical Matters

These items are not for publication.

Part II – England & Wales Notarial Matters

1. Review of
 - a. accounts for 2019/20;
 - b. budgets for 2020/21, 2021/2022 & 2022/23, and
 - c. provisional determination of Practising Certificate Fee for 2020/21
2. Re-appointment of Mark Craig as chair of Advisory Board
3. Review of 2020 Priorities
 - a) Full compliance with the LSB requirements*
 - b) Full compliance with AML obligations*
 - c) Reducing the notarial deficit in 2020/21*
 - d) Efficiency improvements, including the introduction of KPIs*
 - e) Decisions following review of qualifications*
 - f) Incorporation of the Faculty Office*
 - g) Achieving SI for Practice Authorisation
4. Update on revision of the Code of Practice and any Advisory Board matters
5. Update on Qualifications Board matters, including lay recruitment
6. Legal Choices, and the LCGB chair's letter to LSB of 9 April 2020
7. The Mayson Review
8. Authentication in CPE
9. Covid-19 issues:
 - a) Authentication issues
 - b) CPE issues in light of the postponement of the Notaries Society's conference in Sept
 - c) Master's Annual Address to the Notaries Society
 - d) Exams for 1st year and 2nd year UCL students
 - e) Effect on 2020 intake to UCL
10. Disciplinary cases

Part III - Overseas Notarial Matters

These items are not for publication.

11. Any other business
12. Date of next meeting