

FACULTY OFFICE

ADVISORY BOARD

Meeting to be held on Wednesday 3rd June 2020 at **11.00am**
by Zoom video conference call

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
 - Code of Practice - update
 - Appoint of new Master – update
 - LSB Call for Evidence: Ongoing Competence – deadline extended to 26/6/2020
 - Internal Governance Rules - update
4. Increasing the size of the profession (Mark/Howard) – paper to follow
5. Covid-19
 - Published advice:
<https://www.facultyoffice.org.uk/wp-content/uploads/2020/05/Covid19-Guidance-Remote-Notarisation-May-2020.pdf>
 - Law Society of Scotland advice – paper attached
 - Impact on the profession (Christopher/Jonathan)
6. Faculty Office updated website – presentation for information (Neil/Simon Foulkes)
7. AML/OPBAS matters (Neil/Ian)
8. Any other urgent business
9. Dates of next meetings for 2020:
23 September 2020
1 December 2020

A G E N D A Part 2 – confidential issues

1. Any business as advised in advance