



FACULTY OFFICE

Quarterly Master's Council Meeting

To be held on Monday 9th May held via Zoom and office

AGENDA

Welcome and apologies

Opening matters : Declarations of interest relevant to the business of the meeting

Review minutes of previous meeting and action points/matters arising

PART I – England & Wales Notarial Matters

1. Faculty Office

- (i) Financial report and update (SG /HJD)
- (ii) Governance Manual update (NDT)
- (iii) Business plan update (HJD)
- (iv) Consumer survey update (NDT)
- (v) Horizon scanning schedule. (IB)
- (vi) Recruitment to the Advisory Board, Qualifications Board and Audit committees (HJD)
- (vii) Risk Register -review (IB)
- (viii) KPIs update (if any) (NDT &MB)
- (ix) s.69 Order update (IB)
- (x) Operations: Complaints against Faculty Office
- (xi) Boards
- (xii) Consultations including LSB – new framework for effective regulation (NT)
 - Qualifications Board
 - Advisory Board
 - Audit Committee

2. LSB matters and priorities

- (i) LSB 2021 Annual Regulatory Performance Assessment clarification assessment and Well led review action plan

3. AML matters

-sanctions

4. Legal Choices & RPIG

5. MTCOG

6. Any other business

PART II – Overseas Notarial Matters

These items are not for publication

PART III – Ecclesiastical Matters

- (i) Marriage law update

These items are not for publication

7. Date of next meeting

13th June 3.30pm. Zoom or 1 The Sanctuary- Master's meeting