

FACULTY OFFICE

Minutes of the Meeting of the Qualifications Board
Held remotely at 1 The Sanctuary, Westminster SW1P 3JT
on Tuesday 7 June 2022.

Present: Nicholas Hatzis (Chairman)
Alex Galloway
Jenni Kennedy
Sophie Milburn
Anna Ostrowska
Nicola Plant
Iain Rogers
Elaine Standish

In attendance:
Ugljesa Grusic, Course Director, Notarial Practice Course UCL
Howard Dellar, Registrar, Faculty Office
Neil Turpin, Chief Clerk, Faculty Office
Patrick Roberts, Clerk, Faculty Office

1. APOLOGIES

Apologies were received from Roger Eastman, Cat Farrow, Patrick Maddams and Ian Blaney.

2. MINUTES OF THE PREVIOUS MEETING

These were confirmed as correct nem con and will be signed by the Chairman at the next in-person meeting.

3. METHOD STATEMENT FOR THE PUBLICATION OF MINUTES

Neil Turpin reported on a method statement regarding the publication of minutes of the Board circulated in advance and prepared in response to meetings held with the Legal Services Board on the Faculty Office' role as regulator of the profession. NT reassured the Board that through redaction and a generic or opaque terminology that anonymity and confidentiality would be maintained. Sophie Milburn queried how recognisable applications would be in the published

minutes to those candidates being considered and stressed the need for caution in any publication, regardless of measures taken. The Chair agreed with these points and that this particularly applied to applications where the party is either a foreign national applying for a Certificate of Exemption or applying under Rule 8, which applications would stand out more than others. The Chair also asked whether the other business of the Board [beside that of applications] would be included in the published minutes, to which NT replied that they would and reassured the Board further on the concerns raised. The Board approved of the suggested method for publication.

4. APPLICATION BY LAW TRAINING CENTRE KENT FOR THE PROVISION OF MODULES

A proposal document and presentation paper had been put forward by the Law Training Centre Kent and circulated to the Board as a proposed replacement for the Level 6 Modules of study recommended to applicants that will no longer be offered by CILEx. The Board was happy to approve these and they shall be recommended for the approval of the Master.

5. SQE MEETING OF 27 MAY

At a remote meeting with the Law Training Centre Kent the Board had been given a presentation with the LTC on the new professional qualification (SQE) for solicitors in England and Wales. The Board expressed its gratitude for that meeting and is content to recommend to the Master that the SQE be considered a suitable replacement for the LPC in future applications for a Certificate of Exemption (subject to the other requirements of the Rules and the Board having been complied with) and the post-qualification environment for Notaries who wish to practice in conveyancing and in wills will be reviewed.

Dr Grusic reported that there are 54 students in Year One (one having interrupted study) and 41 students in Year Two. There are presently 15 confirmed applications for entry on the Course in Autumn 2022 who hold Certificates of Exemption.

6. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

There were none.

7. NOTARIAL PRACTICE COURSE

Dr Grusic reported that Lisa Penfold is ill which has an inevitable effect on the details available on numbers on the NPC at present. Iain Rogers reported that 51 students sat the Private International Law exam recently and 3 of that number failed and so will resit in June. There are 42 students in Year 2 of whom 39 sat the April exam and of that number 5 failed and will resit in June.

DG reported that following the departure of the UK from the EU, the PIL module must be reviewed as parts of the syllabus are no longer applicable. While there is no obvious need to change the description of the syllabus it was agreed that the Faculty Office Qualification Rules will need to be changed.

8. SUB-COMMITTEE REPORT

There was no activity to report.

9. APPLICATIONS FOR CERTIFICATES OF EXEMPTION

(a) New Applicants

- 1) AS – is a solicitor not in general practice who is applying for a full Certificate of Exemption on the grounds of having completed the Qualified Lawyers Transfer Scheme in 2021. The Board agreed that they be granted a full Certificate of Exemption.
- 2) HV – is a recent graduate who is applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed that they be granted exemptions in the five ‘core’ subjects and in Company Law and Conveyancing but requires that they obtain a module in Wills Probate & Administration.
- 3) EW – is a solicitor in a general practice who is applying for a full Certificate of Exemption. The Board agreed that they be granted a full Certificate of Exemption.
- 4) FH – is a solicitor in a general practice who is applying for a full Certificate of Exemption. The Board agreed that they be granted a full Certificate of Exemption.
- 5) SP – is a solicitor in a general practice who qualified in India but completed the Qualified Lawyers Transfer Test in 2003 and is applying for exemptions in the five ‘core’ subjects but not in the three

professional subjects. The Board granted exemptions in the five 'core' subjects and requires that they must obtain modules in Company Law and Wills Probate & Administration. The Board also directed that the applicant be informed that on the grounds of their experience they would likely be granted an exemption in Conveyancing should they apply for it.

- 6) NB – is a recent graduate who is applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed that subject to successful completion of the LPC they would be granted a full Certificate of Exemption.
- 7) AH – is a solicitor in a general practice who is applying for a full Certificate of Exemption. The Board agreed that they be granted a full Certificate of Exemption.
- 8) AD – is a recent graduate who is applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed that subject to successful completion of the LPC they would be granted a full Certificate of Exemption.
- 9) AL – is a recent graduate who is applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed that they be granted a full Certificate of Exemption and directed that they reaffirm their relocation from Hong Kong in order to practice.
- 10) MC – is a solicitor in a general practice who is applying for a full Certificate of Exemption. The Board agreed that they be granted a full Certificate of Exemption.
- 11) CT – is a landlord who is applying for an exemption on the grounds of holding an LLB and having undergone preparation for becoming a Barrister. The Board reflected on the LLB being stale and the lack of experience and qualifications and declined to grant any exemptions. The candidate will be invited to reapply for a Certificate of Exemption when they possess either relevant and in-date qualifications or sufficient relevant experience and that any such future application must be accompanied by appropriate references.

- 12) AK – is solicitor in a general practice who is applying for a full Certificate of Exemption on the grounds of experience. The Board agreed that he be granted exemptions in the five 'core' subjects and in Company Law and in Conveyancing. The Board further directed that the candidate be required to produce evidence of regular and substantial practice in Wills Probate & Administration or obtain a module in the same. This application to be referred back to the full Board.
- 13) AK (2) – is a recent graduate who specialises in Conveyancing and who is applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed they be granted a full Certificate of Exemption.
- 14) M B – is a solicitor in a general practice who is applying for a full Certificate of Exemption. The Board agreed that they be granted exemptions in the five 'core' subjects and in Company Law and Conveyancing but that they be required to obtain a module in Wills Probate & Administration unless they can produce evidence of regular and substantial practice in the same. This application to be referred back to the full Board.
- 15) PM – is solicitor in a general practice who is applying for a full Certificate of Exemption on the grounds of in-date qualification. The Board agreed that they be granted a full Certificate of Exemption.
- 16) HA – is a recent graduate who is applying on the basis of in-date qualifications including the SQE that they are undertaking this summer. The Board agreed that they should be advised to reapply once they have successfully completed the SQE.
- 17) NK – is a solicitor in general practise who is applying for a full Certificate of Exemption on the grounds of experience in the three professional subjects. The Board requires that they provide more information as to regular and substantial practice in the three professional subjects. This application to be referred back to the full Board.
- 18) TC – is a solicitor in a general practice who is applying for exemptions in the five 'core' subjects and in Conveyancing. The Board agreed that

they be granted exemptions in those areas applied for and obtain modules in Company Law and Wills Probate & Administration.

- 19) AF – is a recent graduate who is applying for a full Certificate of Exemption on the grounds of in-date qualifications. The Board agreed that they be granted a full Certificate of Exemption.

(b) Further Consideration

- 1) SN – is a recent graduate who had applied for a full Certificate of Exemption. The Board had agreed that they be granted exemptions in the five 'core' subjects and in Company Law and Conveyancing but required that they provide the syllabus of the Legal Practice Course to demonstrate study of Wills Probate & Administration. The applicant did this in their email of 5 April and the Board agreed that they be granted a full Certificate of Exemption.
- 2) GI – is a solicitor in general practice who had applied for exemptions in the five 'core' subjects and in Conveyancing. The Board agreed that they be granted exemptions in the five 'core' subjects and that they provide further information of experience in Company Law and Conveyancing and also obtain a module in Wills Probate & Administration. A further reference was also required. The applicant supplied information and the reference as requested in their letter of 20 April and is currently undertaking the CILEx exams for the module requested. The Board agreed that subject to successfully passing the exams they will be granted a full Certificate of Exemption.
- 3) RG – is a solicitor in a general practice who had applied for a full Certificate of Exemption. The Board had agreed that they be granted exemptions in the five 'core' subjects but must provide information as to experience of the three professional subjects which the applicant did on 11 April. The Board agreed that they be granted a full Certificate of Exemption.
- 4) KK – is a recent graduate and paralegal specialising in Conveyancing who had applied for a full Certificate of Exemption. The Board had granted them exemptions in the five 'core' subjects and in Company Law and Conveyancing but had directed that they obtain a module in Wills Probate & Administration. The applicant had

appealed this decision in their letter of 20 May and provided more information as to their experience in Wills Probate & Administration. The Board had reviewed this information but declined to grant any further exemptions and requires that they obtain a module in Wills Probate & Administration.

- 5) JFI – is a recent graduate who had applied for a full Certificate of Exemption on the grounds of their recently taking the SQE. The Board had noted that theirs was the first application that involved the SQE that the Board had received and had directed that this application await the outcome of the SQE Meeting with the LTC Kent on 27 May. Following that meeting the Board is satisfied with the SQE and agreed that subject to the applicant successfully completing the SQE they will be granted a full Certificate of Exemption.

10. APPLICATIONS FOR RECOGNITION UNDER RULE 8.2

There were none.

11. APPLICATIONS FOR VALIDATION OF COURSES

There were none.

12. REFERENCES TO BOARD PURSUANT TO THE SCRIVENERS (QUALIFICATION) RULES 1998

There were none.

13. ANY OTHER BUSINESS

There was none.

14. DATES OF NEXT MEETINGS

14 July**, 11 October*, 12 December*. [*via Zoom, ** in person]