



FACULTY OFFICE

Minutes of the Meeting of the Qualifications Board
held online on 24 January 2024 at 13:30pm

Present: Nicholas Hatzis (Chair)
Alex Galloway
Sophie Milburn
Christopher Smith
Elaine Standish

Ugljesa Grusic
Iain Ostrowski-Rogers

Ian Blaney, Deputy Registrar, Faculty Office
Patrick Roberts, Clerk, Faculty Office
Jaymisha Tailor, Administrator, Faculty Office

1. APOLOGIES

Apologies were received from Nicola Brant, Anna Ostrowska-Rogers, Roger Eastman and the Registrar.

Patrick Roberts reported that we were due to welcome a new lay member, Russell Dewhurst. Having received and reviewed the papers, Russell has communicated that this was beyond his expertise and could not contribute.

PR asked the Board to keep an eye out for any individuals who may be interested in becoming a lay member and to put them in contact with the Faculty Office.

2. MINUTES OF THE PREVIOUS MEETING

These were confirmed as correct nem con.

3. MATTERS ARISING NOT OTHERWISE ON THE AGENDA

There were none.

4. NOTARIAL PRACTICE COURSE

Ugljesa Grusic reported that the course currently has 70 students in Years 1 and 45 in Year 2.

61 students sat the Roman Law exam beginning of January, of which, 51 Passed. 8 failed the module outright and 2 failed but may pass the Year pending their pass rate in Private International Law.

Applications for the next academic year are filtering through. The numbers are quite low but they are likely to increase.

Ugljesa Grusic reported that positive feedback was received from the Year 2 students following an in-person workshop held at UCL, which involved several external speakers. However, it was noted that the level of prior knowledge in company law was quite low, and this was causing some students to struggle.

5. REVIEW OF DEFINITIONS OFFERED

PR confirmed that the “Guidance Notes for Applicants” has been updated with the agreed amendments and will be presented for approval at the March meeting.

6. SUB-COMMITTEE REPORT

The Sub-committee has not met.

PR made enquiries about dissolving the Sub-Committee and confirmed that there are no formalities, and therefore he will inform the Master that the Sub-Committee has been stepped down.

7. APPLICATIONS FOR CERTIFICATES OF EXEMPTION

(a) New Applicants

- 1) PS (2023/100) – is a recent graduate and full-time paralegal who is applying for a full Certificate of Exemption. She is not a solicitor in general practice. The Board agreed that she be granted exemptions in the five ‘core’ subjects and in Company Law and Conveyancing on the basis of her qualifications. She had not completed an elective in Wills, Probate and Administration and therefore she would be required to obtain a module in that subject.

- 2) MP (2024/1) – is a full-time solicitor presently working as in-house counsel who is applying for exemption in the three professional subjects and the Law of Contract on the grounds of regular and substantive practice. On the basis of her qualifications, the Board agreed that she be granted a full Certificate of Exemption.
- 3) JS (2024/002) – is a full-time solicitor who is applying for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board agreed that he be granted a full Certificate of Exemption on that basis.
- 4) AK (2024/003) – is a full-time solicitor who is applying a full Certificate of Exemption on the grounds of regular and substantive practice. The Board agreed that he be granted exemptions in the five 'core' subjects and in Conveyancing and in Wills Probate and Administration and requires that he obtains a module in Company Law which the firm does not hold itself as doing.
- 5) VO (2024/005) – is not currently practicing and who is applying a full Certificate of Exemption on the grounds of in-date qualifications. Her postgraduate diploma in Legal Practice was issued in October 2018 (received qualification in December 2018). Given her personal circumstances, the Board agreed that she be granted a full Certificate of Exemption based on in-date qualifications.
- 6) CM (2024/006) – is a full-time assistant solicitor who is applying for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board agreed that he be granted exemptions in the five 'core' subjects and in Conveyancing and requires that he obtains modules in Company Law and in Wills Probate and Administration.
- 7) RK (2024/007) – had been a solicitor in a general practice until 2022 who is applying for exemption in the five 'core' subjects on the grounds of in-date qualifications and the three professional subjects on the grounds of regular and substantive practice. The Board agreed that he be granted exemptions in the five 'core' subjects and in Company Law and requires that he obtains modules in Conveyancing and in Wills Probate and Administration, both areas in which the Board were not satisfied that he had regular and substantive practice, even prior to 2022.

(b) Further Consideration

- 1) SB (2023/99) – is a full-time in-house senior counsel who applied for a Certificate of Exemption in the five ‘core’ subjects and in Company Law. The Board had requested that SB complete the application again. The Board considered his correspondence dated 21 December 2023 and agreed that he be granted exemption in the five ‘core’ subjects and Company Law but requires that he obtains modules in Conveyancing and in Wills Probate and Administration.
- 2) EL (2023/97) – is a full-time solicitor who applied for a full Certificate of Exemption on the grounds of in-date qualifications. As her LPC was completed in June 2016, the Board had required that she clarify the grounds on which she was applying. The Board considered her correspondence dated 23 December 2023, where EL confirmed that in the last 5 years she had only worked in private practice for 8 months, after which she had been working as a childcare solicitor within the Council’s in-house Legal Department. The Board agreed that she be granted exemption in the five ‘core’ subjects but requires that she obtains modules in the Conveyancing, Company Law and in Wills Probate and Administration in which she has not demonstrated a regular and substantive practice.
- 3) JL (2023/86) – is a full-time solicitor who applied for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board requested that she provide further information of regular and substantive practice and a number of caseloads in the three professional subjects before a decision is reached. The Board had then considered JL’s response dated 28 November 2023 and had agreed that she be granted exemptions in the five ‘core’ subjects and Company Law but obtains modules in Conveyancing and in Wills Probate and Administration. In her response dated 03 January 2024, she did not consider it appropriate for her to undertake the modules and provided substantive reasoning. The Board agreed that she be granted a full Certificate of Exemption having been convinced.
- 4) SS (2023/96) – is a full-time solicitor in general practice who applied for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board had agreed that she be granted exemption in the five ‘core’ subjects but required that she provide further information of regular and substantive practice in the three professional subjects. The Board considered SS’s response dated 3 January 2024 and agreed that she be granted

exemption in the five 'core' subjects and in Conveyancing and requires her to obtain modules in Company Law and in Wills Probate and Administration. This is because they were not satisfied that she had regular and substantive practice in those two areas, and that her experience was actually via litigation matters and therefore derivative and partial.

- 5) YK (2023/98) – is a self-employed solicitor who is applying for a full Certificate of Exemption on the grounds of regular and substantive practice. The Board had directed that she provides further information of regular and substantive practice in the three professional subjects, including caseload and transcripts. Additionally, YK was directed to confirm the status of their company. The Board considered YK's response dated 09 January 2024 and agreed that she be granted exemption in the five 'core' subjects and requires her to obtain modules in Conveyancing, Company Law and in Wills Probate and Administration where her experience was not substantial enough. She is not practicing in these areas per se.
- 6) SP (2023/81) – is a recent graduate, currently taking her LPC, who applied for a full Certificate of Exemption. The Board had requested that she provides a copy of the syllabus of the LPC. The board considered SP's response dated 22 January 2024 confirming that she is studying the LPC with LLM and proposed to take electives in Personal Injury and Clinical Negligence, Family Law, Immigration Law and Intellectual Property but was open to change these. The Board agreed that she would be granted exemption in the five 'core' subjects subject to examination results and requires that she obtains a module in Wills Administration and Probate within 2 years. It was agreed that PR is to direct SP to the Private Client Law Elective (Level 7) at the University of Law where she is studying. SP will be required to send her exam results to PR and providing she successfully passes an appropriate private client module; she will be granted a full Certificate of Exemption.

8. APPLICATIONS FOR RECOGNITION UNDER RULE 8.2

There were none.

PR put the board on Notice of a potential application made by a Notary, who originally applied at the end of 2017. He has only just replied to SB's email of January 2018 now and it appears he is now practicing as a solicitor. PR has directed that he re-applies.

9. APPLICATIONS FOR VALIDATION OF COURSES

There were none.

10. REFERENCES TO BOARD PURSUANT TO THE SCRIVENERS (QUALIFICATION) RULES 2019

There were none.

11. ANY OTHER BUSINESS

PR reported that he is currently exploring the setting up a shared drive for easier circulation of Board papers and will provide a further update at the next meeting.

12. DATE OF NEXT MEETING

20 March 2024 (Online)