



**Published Note of the meeting of the ICAS
Members Board on
12 March 2021**

Published Note of the meeting of the ICAS Members Board

12 MARCH 2021

(held at 10.00 via video conference using Microsoft Teams)

Some matters have not been disclosed for reasons of confidentiality.

Present:

Attendees:

Members

Sobhan Afzal CA, Diana Ardlean CA, Clive Bellingham CA, Alan Begg CA, Chris Campbell CA, Elizabeth Gammie CA, Sean Grubb CA, Fraser Hiddelston CA, Michael Kay CA (Chair), Jamie Mumford Raine CA, Katherine Ritchie CA, Iain Scott CA, Rory Shedden CA, Rhona Thomson CA

Guests

Tracey Rob Perera CA, Chair of ICAS EDI Committee (part meeting)

ICAS staff

Ian Bettison (part meeting), Poppy Collinson (part meeting) Sarah Cran, Lesley Glen (part meeting), Janice Hutchison, Nicola MacLean, Siobhan Nicolson (part meeting) Sarah Speirs, Carolyn Spencer

1. BACKGROUND

This was the second meeting of Members Board in 2021.

Apologies were noted from Dougie Hawkins CA. Yusuf Ahmet CA was absent from the meeting. No conflicts of interest were declared.

2. NOMINATIONS AND APPOINTMENTS UPDATE

It was noted that there is still an outstanding vacancy on Members Board for the Lothian & Borders Area Network representative. Discussions are ongoing with the Lothian and Borders Area Network to fill the vacancy.

To ensure the composition of Members Board remains reflective of the wider membership there are a number of vacancies on Members Board. The May issue of CA Magazine will feature an article on Members Board to encourage applications from Members to join the Board. This will be cascaded across ICAS Channels and Board members were encouraged to share with their networks.

3. -RISK REGISTER

Overall Risk Register responsibility sits with the Audit & Risk Committee, Oversight Board and Council. Members Board review the Risk Register twice yearly (although the requirement is only annual). The Risk Register is reviewed annually by Council and was last reviewed and approved in Dec 2020.

The Board reviewed the ICAS Risk Register with particular focus on the risks which fall under the responsibilities of Members Board. Each risk was discussed, together with the mitigations in place for each.

The Board discussed the format of the Risk Register and it was agreed that the Chair of the Audit & Risk Committee should be invited to attend the September Board meeting when the Risk Register is next scheduled for review.

4. EQAULTY, DIVERSITY & INCLUSION (EDI)

Tracey Rob Perera CA, Chair of ICAS EDI Committee and Ian Bettison, ICAS' recently appointed EDI Manager joined the meeting as guests. Tracey Rob Perera CA became Chair of the ICAS EDI Committee in October 2020.

The aim of the EDI committee is to help to support members to increase the lens of EDI in the accountancy profession. The EDI strategy and roadmap is being developed and the EDI plan will be integrated into the wider ICAS business strategy. Social mobility will be considered as well as gender and race inclusion.

The Board reviewed and discussed the 2020 Ethnically Diverse People (EDP) survey results. Respondents shared strong views, many of which demonstrate a lack of understanding of EDI and why it is important. The Board agreed it is essential for ICAS to help members to understand the wider issues. As 22% of ICAS students are EDP it is clear the composition of the membership will change significantly in future years.

It was noted that the recent ICAS Championing Unique Perspectives campaign has been very successful in demonstrating the diversity of the membership.

The Board agreed that EDI initiatives should be included across the eight priority focus areas of the Board and that plans should be put in place to specifically address EDI in all the workstreams. Workstream plans will be updated for the June Board meeting.

5. PROSPECTIVE STUDENTS

Siobhan Nicolson, Marketing Manager and Poppy Collinson, Director of Business Development joined the meeting to update the Board on the Become a CA student acquisition campaign.

The campaign is aligned to the strategic objectives of the ICAS 2021 Business Plan. ICAS subscribes to the annual Highfliers research which has been very helpful in shaping the student acquisitions plans.

The Board discussed how Area Networks can support recruitment through attending careers fairs and the role retired senior members could have in becoming advocates for the Become a CA campaign.

6. AREA NETWORKS

Nicola MacLean, Senior Manager Member Engagement, presented a summary of the enhancements made to the Area Network (AN) framework since it was introduced 18 months ago with an overview of the

role of the ANs and the support provided by ICAS. This is a three-year plan which introduced a new remit for the Area Networks (agreed by Members Board and approved through Council in late 2019).

The Area Networks' remit is to:

- Connect with all Members and Students and encourage them to engage with ICAS (with a focus on building relationships with younger Members and establishing a lifelong engagement)
- Support in communicating key ICAS initiatives to the network
- Provide feedback to ICAS Members Board from Members and Students
- Help to identify suitable Members for positions on ICAS committees (in particular ICAS Council).

The remit of the ANs has become more focused and there is good collaboration happening across the UK networks. Induction sessions have been organised for all the UK Area Network "category" leads (e.g. Social Media, Under 35s, Students) and this is helping to build connectivity across networks and share best practice. It was noted that International communities need a different framework and this will be reviewed at the Board meeting in June.

The Board reviewed the wording of the AN remit and agreed no changes were needed. All ANs should continue to focus on these new ways of working.

The Board discussed the need for the composition of the Area Networks to reflect the diversity of the membership.

The Area Network fitness challenge "Well Together" has been very well received. It has exceeded targets and has been successful in surfacing new members who have not previously been engaged. The Board agreed that ANs should reach out to these members to maintain their engagement.

7. SUBSCRIPTION MODEL

Sarah Speirs, Executive Director, Member Engagement & Communications was joined by Lesley Glen, Chief Operating Officer. The Board reviewed a paper with recommendations on the future subscription and membership model which will be presented to Council for approval at their meeting on 25 March 2021. Members Board approved all the recommendations in the paper subject to minor amendments to the wording. A further update will be given at the Members Board in June 2021.

8. ADDITIONAL REPORTS

The Board also noted reports covering the following:

- EXECUTIVE DIRECTORS' REPORT
- 2021 AREA NETWORK MEETING DATES
- WEBINAR SCHEDULE

9. NEXT MEETING

The next meeting of the Members Board will be on Friday 11 June 2021.