

**SUMMARY NOTE of the meeting of the ICAS QUALIFICATIONS BOARD
on Tuesday 6 June 2023
(via Microsoft Teams)**

NB Some matters discussed have not been disclosed for reasons of confidentiality

Present:

Gillian Alexander	PWC
Gail Boag	ICAS Executive Director, Learning
Louise Coops	EY
Lynn Currie	University of Glasgow
Elizabeth Gammie	Chair
Chris Hunter	Deloitte
Gillian McGorry	Natwest Group
Laura Morrison	EY [Items 3 to 11]
Ian Stuart	Morgan Stanley
Lindsay Tibbetts	University of Aberdeen
Kirsty Welsh	Lloyds Banking Group

In attendance:

Mark Brown	Chair of Grampian, Tayside & Highlands Area Training Committee [Item 4 only]
Poppy Collinson	ICAS Director of Business Development and Commercial
Cat Devaney	ICAS Director of Professional Qualifications
Susan McKenna	Deputy ICAS Secretary
Emily Napier	ICAS Quality Assurance and Regulations Manager

Apologies:

Ben Avery	Abellio UK Bus
Jim Robertson	ICAS Council Member
Ana Stewart	PIM
Karen Stewart	Member

1. BACKGROUND

This was the second meeting of the Qualifications Board in 2023.

2. QUALIFICATIONS BOARD ACTION POINT TRACKER

The Executive Director, Learning reported on the recent go-live of the new student registration portal and the launch of the new virtual learning platform. It was noted that a demonstration of the new platform would be given at the October Board meeting. The Board approved the contents of the Action Point Tracker.

3. STUDENT ACTIVITIES REPORT

The ICAS Director of Professional Qualifications gave a high-level verbal update on recent student activities covering classes and upcoming assessments. No questions were raised and the Board noted the Student Activities Report.

4. AUTHORISED TRAINING OFFICE (ATO) APPROVALS

The Board considered, approved and noted recommendations given by the Area Training Committees in respect of ATO authorisations and re-authorisations.

5. STUDENT REQUESTS

5.1 REQUESTS FOR ADDITIONAL ASSESSMENT ATTEMPTS

The Board considered and approved a recommendation to grant a delegation of authority to the Qualifications Board Chair or in their absence the Executive Director of Learning, to

assess and determine Student requests for a further attempt at an assessment for any cases where a resolution is deemed necessary before the next scheduled Qualifications Board meeting in order to prevent a detrimental delay to a Student's progression with the CA Qualification. To provide for such delegation, the Board agreed to propose an amendment to the ICAS Examination Regulations to Constitutional Panel for recommendation to Council for approval.

5.2 REQUEST TO CONTINUE CA TRAINING

The Board considered and approved a recommendation given by the ICAS Head of Learning Pathways in respect of a Student request to continue CA Training.

6. SPECIAL CONSIDERATION AND EXTENUATING CIRCUMSTANCES PANEL TERMS OF REFERENCE

The Board approved the Terms of Reference for the Special Consideration and Extenuating Circumstances Panel.

7. PROPOSED AMENDMENTS TO LEARNING REGULATIONS

The Board received a paper containing proposed amendments to Learning Regulations to address various matters including simplification of Learning governance arrangements, new Learning terminology and the ICAS Policy review. Following consideration, the Board agreed to propose the amendments to the ICAS Education Regulations, Examination Regulations and Admission Regulations to the Constitutional Panel, for recommendation to Council for approval.

8. REVIEW OF SCHEME OF DELEGATION FOR ICAS LEARNING BOARDS, COMMITTEES AND PANELS

The Board approved the updated Scheme of Delegation for ICAS Learning Boards, Committees and Panels, subject to Council approval of the proposed amendments to the ICAS Education Regulations and Examination Regulations via Constitutional Panel.

9. RISK MONITORING

The Executive Director, Learning gave an update on the Learning Risk Register as at June 2023.

10. AMENDMENTS TO ICAS POLICIES

The Board noted the Amendments to ICAS Policies.

11. ANY OTHER BUSINESS

Noting that Karen Stewart was reaching the end of her second term of office, the Chair thanked Karen for her contribution to the Board. It was noted that ICAS Council had approved the appointment of Martin Osler of Johnston Carmichael to replace Karen as representative of a Scottish mid-tier practice. The Chair also expressed thanks to Chris Hunter who was approaching the end of his tenure and would be stepping down from the Board over the summer. It was noted that Chris would continue to be involved with ICAS through his roles as TPE and TRE moderator. The Chair noted that a Deloitte representative had been identified to succeed Chris and the appointment would be proposed to the ICAS Nominations Committee for recommendation to Council for approval.

Feedback was invited from Board members on a document to be circulated post-meeting giving an overview of the new student experience, CA Qualification and delivery model. Board members were encouraged to share with colleagues and ICAS would be happy to talk to firms in more detail.

No other business was raised.