

Summary Note of the meeting of the **QUALIFICATIONS BOARD**
held remotely via Microsoft Teams on 25 August 2021

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

Present

David Cruickshank	Chair
Alice Deakin	ICAS Executive Director - Learning
Ana Stewart	Public Interest Member
Benjamin Avery	Abellio East Midlands Railway
Carolyn Spencer	ICAS Executive Director - Customer Experience
Elizabeth Blythin	KPMG
Gillian Alexander	PWC
Gillian McGorry	Natwest Group [dropped off at 11am]
Ian Stuart	Morgan Stanley
Jim Robertson	ICAS Council Member [dropped off at 11am]
Karen Stewart	AAB
Laura Morrison	EY
Lindsay Tibbetts	University of Aberdeen
Louise Coops	EY

In attendance

Iona Riddick	ICAS Policy, Research & Standards Officer
Calum MacDonald	ICAS Learning Transformation Lead [Item 5]
Cat Devaney	ICAS Director of Professional Qualifications
Nena Saini	ICAS Head of Digital Learning (Item 4&5)
Susan McKenna	ICAS Deputy Company Secretary

Apologies

Chris Hunter	Deloitte
Ian Stuart	Morgan Stanley
Paula Wilcock	ICAS Director of Quality Assurance & Policy

1. BACKGROUND

This was the fourth meeting of the Qualifications Board in 2021.

2. QUALIFICATIONS BOARD ACTION POINT TRACKER

Alice Deakin gave a verbal update on:

- CA/CTA
- MRAs & RMAs
- Student Recruitment

The Board discussed and thereafter approved the contents of the Action Point Tracker.

3. STUDENT ACTIVITIES UPDATE

Alice Deakin and Carolyn Spencer presented a combined update report covering the months of June, July and August (to date) 2021. Following discussion, the Board noted the Student Activities Update.

4. TPS RISK & TECHNOLOGY [R&T] ONLINE CONTENT DISCUSSION

Nena Saini, ICAS Head of Digital Learning, joined the meeting to take questions on the R&T online content. The Board members had been given access to the online content in advance of the meeting but not had a

huge amount of time to go through it all. From what they had seen they were very supportive of the course and its contents. The Board will have a bit more time to look at it and then can feed comments back to Nena Saini or Alice Deakin.

5. LEARNING TRANSFORMATION – NEW TC MATERIALS DEMONSTRATION

Nena Saini & Calum MacDonald, ICAS Learning Transformation lead, joined the meeting and took the Board members through some of the TC online modules which had been uploaded to the online myCABLE platform. Questions were taken from the Board, with it being made clear that the students would have access to the interactive content throughout their CA Qualification. The Board reiterated the importance of collating immediate feedback from TC students, and that they are aware of how to submit feedback.

6. RISK MONITORING

Alice Deakin talked through the Risk Register and invited feedback. Several questions were asked which were answered to the Board's satisfaction. A further discussion of the Risk Register will form part of the October strategy Board meeting.

7. BUSINESS PLAN 2021

The 2021 updated Business Plan was noted by the Board. Discussions around the 2022 Business Plan will take place during the October strategy Board meeting.

8. FINAL FRC ANNUAL REPORT 2020/2021

The final FRC Annual Report for 2020/2021 was noted by the Board.

9. ANY OTHER BUSINESS

There was no other business for the purposes of this Summary Note.