

**SUMMARY NOTE of the meeting of the ICAS QUALIFICATIONS BOARD
on Thursday 9 March 2023
(hybrid meeting held at CA House and 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 and acting Chair
Louise Coops	EY
Lynn Currie	University of Glasgow
Chris Hunter	Deloitte
Gillian McGorry	Natwest Group
Jim Robertson	ICAS Council Member
Ana Stewart	PIM [Items 3 to 10]
Karen Stewart	Anderson Anderson Brown
Kirsty Welsh	Lloyds Banking Group

In attendance:

Chris Cunnane	ICAS Head of Syllabus and Curriculum Development
Cat Devaney	ICAS Director of Professional Qualifications
Ali Douglas	ICAS Head of Pathways [from Item 7]
Susan McKenna	Deputy ICAS Secretary
Iona Riddick	ICAS Quality Assurance and Regulations Manager
Paula Wilcock	ICAS Director of Quality, Assessment and Policy
Mark Brown	Chair of Grampian, Tayside & Highlands Area Training Committee [Item 7 only]
Patrick Harte	PIM, TPE Exam Board [Item 9 only]

Apologies:

Elizabeth Gammie	Chair
Ben Avery	Abellio UK Bus
Laura Morrison	EY
Carolyn Spencer	ICAS Executive Director - Customer Experience
Ian Stuart	Morgan Stanley
Lindsay Tibbetts	University of Aberdeen

1. BACKGROUND

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

2. QUALIFICATIONS BOARD ACTION POINT TRACKER

The Board received and discussed a report on the Risk and Technology course, a core subject within the CA qualification. The Board approved the contents of the Action Point Tracker.

3. PERFORMANCE UPDATE

The Board received an update from the ICAS Executive Director, Learning on the final outcome on the Learning Plan 2022 and Key Performance Indicators 2022. The Board concluded that the Learning Plan 2022 be closed.

4. LEARNING BUSINESS PLAN 2023 (INCLUDING STRATEGY UPDATE)

The Board received the Learning Business Plan 2023 and strategy updates were given. Several questions were asked which were answered to the Board's satisfaction.

5. **CA QUALIFICATION: NEW CA24 CURRICULUM**

The ICAS Head of Syllabus and Curriculum Development presented a paper on the new CA24 Curriculum highlighting developments since the Board had last been updated. Following discussion and due consideration, the Board approved the new CA24 Curriculum for launch in April 2024.

6. **STUDENT ACTIVITIES REPORT**

The ICAS Director of Professional Qualifications gave a high-level verbal update on recent student activities covering exam results and classes. The Board noted the Student Activities Report.

7. **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.

8. **STUDENT APPEAL – REQUEST TO CONTINUE CA TRAINING**

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

9. **TPE EXAM BOARD ANNUAL REPORT**

The Board received the TPE Exam Board 2022 Annual Report. The Public Interest Member on the TPE Exam Board presented his annual report for 2022. Following a discussion on matters raised the Board approved the TPE Exam Board Annual Report and the PIM Annual Report.

10. **TC & TPS EXAM BOARD ANNUAL REPORT**

The Board received and approved the TC & TPS Exam Board 2022 Annual Report.

11. **ACADEMIC INTEGRITY AND APPEALS ADVISORY PANEL ANNUAL REPORT**

The Board received the Academic Integrity and Appeals Advisory Panel 2022 Annual Report. Following discussion, the Board approved the Annual Report.

12. **SPECIAL CONSIDERATIONS AND EXTENUATING CIRCUMSTANCES PANEL ANNUAL REPORT**

The Board received and approved the Special Considerations and Extenuating Circumstances Panel 2022 Annual Report.

13. **ACADEMIC PANEL ANNUAL REPORT**

The Board received and approved the Academic Panel 2022 Annual Report.

14. **LEARNING GOVERNANCE ARRANGEMENTS**

The Board considered a paper containing recommendations to simplify and improve efficiency in Learning governance. Following consideration, the Board approved the recommendations subject to the FRC confirming that they have no objections.

15. **RISK MONITORING**

The Executive Director, Learning gave an update on the Learning Risk Register as at January 2023. Following consideration, the Board approved the Learning Risk Register.

16. **FRC GUIDANCE NOTE ON SPECIAL ENTRANT CASES**

The Board noted the FRC Guidance Note on Special Entrant Cases.

17. **SCQF MONITORING APPROVAL LETTER**

The Board noted the SCQF Monitoring Approval Letter.

18. **ICAS ANNUAL PRIZES**

The Board noted the changes to the awarding of ICAS prizes from 2023.

19. **ANY OTHER BUSINESS**

It was noted that the RQB Regulatory Plan for submission to the FRC and the Qualifications Board Annual Report to Council would be circulated to Board members out of meeting for approval/sign off. No other business was raised.