

**SUMMARY NOTE of a meeting of the ICAS QUALIFICATIONS BOARD
on Tuesday 10 October 2023
(in person and via Microsoft Teams)**

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

Attendees

Gillian Alexander	PwC
Ben Avery	Abellio UK Bus
Gail Boag	ICAS Executive Director, Learning
Louise Coops	EY
Lynn Currie	University of Glasgow
Elizabeth Gammie	Chair
Kevin Johnson	Deloitte
Laura Morrison	EY
Gillian McGorry	NatWest Group
Martin Osler	Johnston Carmichael
Jim Robertson	ICAS Council Member
Ana Stewart	PIM
Ian Stuart	Morgan Stanley
Lindsay Tibbetts	University of Aberdeen
Mark Brown	Grampian Tayside and Highlands Area Training Committee Chair [Item 8 only via Teams]

ICAS Attendees

Bruce Cartwright	CEO [Item 12 onwards]
Poppy Collinson	Director of Business Development and Commercial
Chris Cunnane	Head of Syllabus and Curriculum Development
Cat Devaney	Director of Professional Qualifications
Ali Douglas	Head of Learning Pathways [Items 8 - 11 only]
Iona Riddick	Secretary
Paula Wilcock	Director of Quality, Assessment and Policy

Apologies

Kirsty Welsh	Lloyds Banking Group
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1. BACKGROUND

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

2. QUALIFICATIONS BOARD ACTION POINT TRACKER

The ICAS Executive Director, Learning updated the Board on the action tracker.

The Board noted the status of the actions and approved the content.

3. PERFORMANCE UPDATE

The Board received an update from the ICAS Executive Director, Learning on the Learning Plan 2023 and Key Performance Indicators 2023. Questions raised were answered to the Board's satisfaction.

The Board noted the Performance Update.

4. STUDENT ACTIVITIES REPORT

The ICAS Director of Professional Qualifications gave an update on recent student activities covering classes, assessments, and the TC induction sessions. Questions raised were answered to the Board's satisfaction.

The Board noted the Student Activities Report.

5. **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.

6. **STUDENT REQUESTS**

6.1 REQUEST TO CONTINUE CA TRAINING & ADMISSION TO MEMBERSHIP

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 and be admitted to membership.

6.2 REQUESTS FOR ADDITIONAL ASSESSMENT ATTEMPTS

The Board considered and approved a recommendation given by the ICAS Head of Learning Pathways in respect of a Student request for an additional assessment attempt.

6.3 REQUEST TO CONTINUE CA TRAINING

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

7. **REVIEW OF QUALIFICATIONS BOARD TERMS OF REFERENCE**

The Board approved the updated Terms of Reference for the Qualifications Board, which will now be sent to Council for final approval.

8. **RISK MONITORING**

The ICAS Executive Director, Learning presented the updated Learning Risk Register for September 2023, which had been previously circulated.

9. **STRATEGY WORKSHOP SESSION**

The ICAS Executive Director, Learning led a session on future ICAS Learning Strategy with lengthy discussion and feedback from the Board.

10. **KEY FACTS AND TRENDS IN THE ACCOUNTANCY PROFESSION 2023**

The Board noted the document, with no further questions.

11. **ANY OTHER BUSINESS**

The ICAS Director of Quality, Assessment & Policy gave a brief update to the Board on the current audit work by two of our regulators, the FRC & Ofqual.

The ICAS Head of Learning Pathways provided the Board with an update on the ongoing international work, including Mutual Recognition Agreements.

There being no further business, the Chair declared the meeting closed.