

**SUMMARY NOTE of the meeting of the ICAS QUALIFICATIONS BOARD
on Thursday 28 April 2022
(Hybrid meeting held in CA House and via Microsoft Teams)**

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

Present:

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| Ben Avery | Abellio East Midlands Railway |
| Elizabeth Blythin | KPMG |
| Gail Boag | ICAS Executive Director, Learning |
| Louise Coops | EY [Items 1-6 and 9-11] |
| David Cruikshank | Chair |
| Lynn Currie | University of Glasgow |
| Chris Hunter | Deloitte |
| Gillian McGorry | Natwest Group |
| Jim Robertson | ICAS Council Member |
| Carolyn Spencer | ICAS Executive Director - Customer Experience |
| Ana Stewart | PIM |
| Karen Stewart | Anderson Anderson Brown |
| Ian Stuart | Morgan Stanley [Items 1-9] |
| Kirsty Welsh | Haines Watts |

In attendance:

| | |
|------------------|--|
| Chris Barber | ICAS Chief Finance Officer [observing] |
| Poppy Collinson | ICAS Director of Business Development |
| Cat Devaney | ICAS Director of Professional Qualifications |
| Ali Douglas | ICAS Head of Learning Pathways [Item 8 only] |
| Elizabeth Gammie | Chair of the TPE Exam Board [Item 5 only] |
| Susan McKenna | Deputy ICAS Secretary |
| Emily Napier | ICAS Quality Assurance and Regulations Manager [observing] |
| Paula Wilcock | ICAS Director of Quality Assurance and Policy |

Apologies:

| | |
|-------------------|------------------------|
| Gillian Alexander | PWC |
| Laura Morrison | EY |
| Lindsay Tibbetts | University of Aberdeen |

1. BACKGROUND

This was the second meeting of the Qualifications Board in 2022.

2. EXECUTIVE DIRECTOR, LEARNING UPDATE

A high-level update was given on Learning Transformation and the Board members were invited to contact the Executive Director, Learning with their thoughts to help inform work on the plan.

The Board received an update on business-as-usual operations and activities with reference to the Learning Plan 2022. Several questions were asked which were answered to the Board's satisfaction. Following discussion, the Board noted the Learning Plan 2022.

3. QUALIFICATIONS BOARD ACTION POINT TRACKER

The Board considered and approved the contents of the Action Point Tracker.

4. STUDENT ACTIVITIES UPDATE

The Board received a verbal update on activities across the TC, TPS and TPE levels since the detailed written update provided to the Board in February 2022. Follow up questions were answered to the Board's satisfaction.

5. **TPE EXAM BOARD ANNUAL REPORT**

The Chair of the TPE Exam Board presented the TPE Exam Board 2021 Report giving a broad overview of the main activities over the year. Following discussion, the Board approved the TPE Exam Board 2021 Report.

6. **STUDENT EDUCATION COMMITTEE ANNUAL REPORT**

The Board received the SEC Annual Report for 2021. No follow up questions were raised, and the Board approved the SEC Annual Report for 2021.

7. **LEARNING GOVERNANCE**

The Board considered and discussed a Paper containing recommendations to simplify and improve efficiency in Learning governance across all three levels of the CA qualification. Questions raised were answered to the Board's satisfaction. Following consideration, the Board approved the recommendations subject to ICAS Council approval and the FRC confirming that they had no objections.

8. **ANNUAL REVIEW OF ENTRY REQUIREMENTS FOR EACH ROUTE TO QUALIFICATION**

A Paper on "Pathways to Membership" was presented as a follow up on an action from the 11 October 2021 meeting. An overview was given of the typical pathways available to CA Student Members and special entrant pathways which provided a route to CA membership for individuals who had previously qualified as a chartered accountant through another professional accountancy body. The Board asked for some further comparative data to be provided and a forecast against each pathway. Following discussion, the Board noted the matrix of current pathways available to CA Membership and key focus areas for 2022.

9. **RISK MONITORING**

The ICAS Executive Director, Learning talked through the Learning Risk Register with input and discussion from the Board.

10. **FRC RQB REGULATORY PLAN 2022**

The RQB Regulatory Plan 2022 was approved for submission to the FRC.

11. **ANY OTHER BUSINESS**

No other business was raised.