

**SUMMARY NOTE of a meeting of the ICAS QUALIFICATIONS BOARD
on 26 March 2026
(Held Remotely, via Microsoft Teams)**

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

BOARD ATTENDEES	
Gillian Alexander	PwC
Cat Devaney	ICAS Executive Director, Learning
Cameron Dunlop	Manchester Airports Group
Elizabeth Gammie	Chair
Kevin Johnson	Deloitte
Suzanne McCallum	Glasgow University
Martin Osler	Johnston Carmichael
Ian Stuart	Morgan Stanley
Fran van Dijk	PIM
Kirsty Welsh	Lloyds Banking Group
ICAS ATTENDEES	
Poppy Collinson	Director of Business Development & Commercial
Ali Douglas	Head of Pathways [items 11 - 16]
Robert Mudge	Executive Director, Professional Standards [Observer]
Iona Riddick	Quality Assurance & Regulations Manager [Secretary]
Paula Wilcock	Director of Quality & Standards
APOLOGIES	
Laura Keen	EY
Stacy Morris	KPMG
Jim Robertson	ICAS Council Member
Kate Bremner	Director of Marketing

1.	<p>BACKGROUND</p> <p>This was the first meeting of the Qualifications Board in 2026.</p> <p>Congratulations were given to Cat Devaney as the newly appointed ICAS Executive Director, Learning.</p>
2.	<p>QUALIFICATIONS BOARD ACTION POINT TRACKER</p> <p>The Chair updated the Board on the action tracker. The Board noted the status of the actions and approved the content.</p>
3.	<p>PERFORMANCE UPDATE</p> <p>The ICAS Executive Director, Learning, updated the Board on recent performance against KPIs. Questions raised were answered to the Board's satisfaction and the update noted.</p>
4.	<p>STUDENT ACTIVITIES UPDATE</p> <p>The ICAS Executive Director, Learning gave an update to the Board on student activity since the previous meeting. Questions raised were answered to the Board's satisfaction and the update noted.</p>
5.	<p>QUALIFICATIONS BOARD TERMS OF REFERENCE AMENDMENT</p> <p>The ICAS Director of Quality & Policy spoke through the paper and outlined the following changes that have been made: a change to the Learning centre name and the addition of a CPD duty. Questions raised were answered to the Board's satisfaction and the paper was noted.</p>
6.	<p>SKILLS ASSESSMENT PANEL – MODERATOR TENURE EXTENSION</p> <p>The ICAS Director of Quality & Policy spoke through the request to extend a Skills Assessment Panel Moderator tenure.</p> <p>The Board granted an extraordinary third term to the Moderator. ICAS confirmed that succession planning is underway and recognise that extending moderator tenures should not be done habitually.</p>

7.	<p>2025 ANNUAL REPORTS</p> <p>Prior to the meeting, the Board had been asked to review, submit any questions and approve nine Annual Reports (see below). During the meeting, the ICAS Director of Quality & Policy went through the questions raised and the feedback received. All nine Annual Reports were approved by the Board.</p> <ul style="list-style-type: none"> (i) Academic Integrity & Appeals Advisory Panel (ii) Academic Panel (iii) FRC – RQB Regulatory Plan (iv) Integration Assessment Board (v) Integration Assessment Board PIM Report (vi) Knowledge Assessment Panel (vii) Reasonable Adjustments & Access Arrangements (viii) Skills Assessment Panel (ix) Special Consideration & Extenuating Circumstances Panel
8.	<p>FRC DQAET UPDATE – ATO APPLICATION FORM AMENDMENT</p> <p>The ICAS Head of Pathways outlined that the FRC DQAET recommendations had led to two slight amendments to the ATO Application Form. There were no questions raised by the Board and these amendments were approved.</p>
9.	<p>ATHORISED TRAINING OFFICE (ATO) APPROVALS</p> <p>The Board considered and approved recommendations given by the ICAS ATO Reviewer Team in respect of new ATO authorisations. Questions raised were answered to the Board's satisfaction and the report was approved.</p>
10.	<p>ICAS MARKETING STRATEGY</p> <p>Due to illness, this item was moved to the Board meeting in June.</p>
11.	<p>RISK MONITORING</p> <p>The ICAS Executive Director, Learning presented the updated Learning Risk Register for March 2026. The Board discussed the Risk Register and the questions raised were answered to the Board's satisfaction.</p>
12.	<p>QUALIFICATIONS BOARD SELF-EVALUATION</p> <p>The Chair summarised the themes that came out of the recent self-evaluation survey and noted the positive responses. Comments were invited and a number of points were raised by the Board members.</p>
13.	<p>STUDENT REQUEST TO EXTEND QUALIFICATIONS CLOCK</p> <p>The ICAS Head of Pathways gave a high-level overview of the student request that had previously been approved by the ICAS Executive Director, Learning.</p> <p>There were no questions raised and the Board noted the request.</p>
14.	<p>CPD UPDATE</p> <p>The ICAS Director of Business Development & Commercial provided a CPD update to the Board, which included an overview of the current CPD position and planned CPD developments.</p> <p>Questions raised were answered to the Board's satisfaction and the paper was noted.</p>
15.	<p>SCQF ANNUAL MONITORING 2025 APPROVAL LETTER</p> <p>The ICAS Director of Quality & Policy updated the Board on the approval letter and positive final report from SCQF following their Annual Monitoring Review.</p> <p>There were no questions raised by the Board and the update was noted.</p>
16.	<p>ANY OTHER BUSINESS</p> <p>The Board were appraised that:</p> <ul style="list-style-type: none"> • The draft Qualifications Board Annual Report will be shared with the Board in May, for their out of meeting approval, before its submission to Council in June. • Following the submission of the 2025 Statement of Compliance (SoC) in January 2026, Ofqual have confirmed that no follow up action required and that the 2025 SoC has been closed. <p>As it was their last meeting, the Chair thanked Gillian Alexander and Jim Robertson for their support and contributions to the Qualifications Board over the years.</p>