

Minutes.



Meeting: Qualifications Board
Location: ACCA, Cedar Room, The Adelphi, 1-11 John Adam Street, London WC2N 6AU
Date: 10 October 2025, 10.30 – 15:30

PRESENT:

The Chair (Paul Layzell), Katie Bailey, Elaine Darby, Paul Lewis, and Matthew Wong (attended remotely).

IN ATTENDANCE:

Executive Director – Content, Quality, and Innovation (Alan Hatfield), Director - Professional Qualifications (Ann Lamb), Head of Education Recognition (Katrina Smyth), Head of ACCA Qualifications (Jacky Bateman), Qualifications Data Science Lead (Tom Laycock, for items 1-5 only), Maggie McGhee (Executive Director, Strategy and Governance – attended remotely, for item 7 only), Ian Blackmore (Head of ILA Learning and Education - attended remotely, for item 8 only), ILA Programme Lead (Tony Peguinho – attended remotely, for item 8 only), Secretariat Lead – Content (Hannah Clarke), Secretariat Officer (Jo Burns).

OBSERVERS:

Kate Ringham (Oxford Brookes University) – item 5 only.
Lucy Winskell (Chair of ACCA Regulatory Board) – items 1-5 only.

APOLOGIES:

An apology was received from Trusha Lakhani.

1. MINUTES and ACTION LOG

The Board approved the minutes of the last meeting of the Qualifications Board held on 11 July 2025.

The Board noted the actions log.

2. CONFLICTS OF INTEREST

No conflicts of interest were declared.

3. CHAIR'S UPDATE

The Board received an oral update from the Chair on matters discussed at the last Regulatory Board meeting, as appropriate to Qualifications Board.

4. ACCA'S REGULATORY BOARD

The Board received for information, a presentation on the work of ACCA's Regulatory Board from the Chair of ACCA's Regulatory Board.

5. EXAMINATION RESULTS GOVERNANCE REVIEW

The Board noted the Exams Governance Report which had been circulated in advance of the meeting to the Board. The Board received a presentation from the Director – Professional Qualifications and the Qualifications Data Science Lead on the delivery of exams and the results of the September 2025 exam session.

The Board also received an oral report from the Chief External Examiner on her review of the exam papers, confirming the following:

- It was confirmed that all exams were comparable in standard and there were no overlaps.
- All exams covered various interesting and relevant scenarios with an appropriate mix of style and diversity with the criteria met.
- The rigorous analysis of exam results provides integrity to the process.
- There was a good focus on ethics and sustainability.
- That there were no aspects of the exams that gave her cause for concern and that she was satisfied with all aspects.

Based on the evidence presented and subsequent discussion, the Board agreed to ratify the September 2025 examination results.

6. CPD AND PER COMPLIANCE UPDATE

The Board received an update on ACCA's CPD and PER compliance from the Head of ACCA Qualifications.

7. ACCA WIDE UPDATE – ARTIFICIAL INTELLIGENCE OVERVIEW

The Board received an overview on Artificial Intelligence (AI) from the Executive Director, Strategy and Governance.

8. INNOVATION IN LEARNING AND ASSESSMENT

The Board received a presentation on the Innovation in Learning and Assessment (ILA) programme from the Head of ILA Learning and Education (Ian Blackmore) and ILA Programme Lead (Tony Peguinho).



9. LEAD REGULATOR UPDATE

The Board noted the paper and update on ACCA's interactions with its lead regulators from the Head of Education Recognition.

10. BOARD ARRANGEMENTS

The Board considered a report on the Board's terms of reference, work plan for the 2024-25 Council year and development from the Head of Education Recognition.

11. DATES OF FUTURE MEETINGS

The Board noted the future meeting dates of the Qualifications Board:

- Wednesday 14 January 2026 – Virtual
- Friday 10 April 2026 – Virtual
- Friday 10 July 2026 - Virtual
- Friday 16 October 2026 (in-person at The Adelphi, ACCA, London, subject to confirmation)