

Minutes.



Meeting: Qualifications Board
Location: Virtual, Zoom
Date: 11 April 2025, 10.00 – 14:10

PRESENT:

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

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 1-6 only), Head of Strategy Development (Scott Ashworth, for item 6 only), ILA Programme Lead (Tony Peguinho, for item 7 only), Senior Insights Manager (Jo Balfour, for item 9 only), Education Support Lead (Sonia Weston, for item 9 only), Secretariat Lead – Content (Hannah Clarke) and Secretariat Officer (Jo Burns).

OBSERVERS:

Kate Ringham (Oxford Brookes University) – item 5 only
Andrew Steele (ACCA - Secretary).

APOLOGIES:

No apologies were received.

1. MINUTES and ACTION LOG

The Board approved the minutes of the last meeting of the Qualifications Board held on 15 January 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. 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 March 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.
- 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 March 2025 examination results.

5. ACCA STRATEGY UPDATE

The Board noted the Strategy update provided by the Head of Strategy Development.

6. INNOVATION IN LEARNING AND ASSESSMENT (ILA)

The Board received a presentation on the Innovation in Learning and Assessment (ILA) programme from the Director of Professional Qualifications, the ILA Programme Lead and the Head of Education Recognition.

7. KEEPING THE QUALIFICATION RELEVANT

The Board received an update on the content of the ACCA Qualification from the Head of ACCA Qualifications.

8. LEARNER/CANDIDATE VOICE

The Board received an update on the learner/candidate voice from the Senior Insights Manager and the Education Support Lead.

9. LEAD REGULATOR UPDATE



Think Ahead

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:

- Friday 11 July 2025 (virtual)
- Friday 10 October 2025 (in-person at The Adelphi, ACCA, London, subject to confirmation).