

SCOTTISH QUALIFICATIONS AUTHORITY

B142/1.45

BOARD OF MANAGEMENT – 27 JANUARY 2022

Minutes of the meeting of the Board of Management held at 1pm on Wednesday 24 November 2021 by video conference.

Members

- * Mr D Middleton (Chair)
- * Ms F Robertson (Chief Executive)
Ms E Craig
- * Ms A Davis
- * Mr S Hagney
- * Mrs J Handley
- * Dr W Mayne
- * Mr H McKay
- * Mr G Smith
Dr K Thomson

Officers

- * Ms J Blair
- * Mr M Baxter
- * Mr L Downie
- * Mr J McMorris
[REDACTED]
- * Dr G Stewart
- * Mrs D Mahmoud
- * Ms B Black
- * Mr J Booth

Observers

- * Ms N Crowley, Head of Chief Executive's Office

* Indicates present on the call

1 OPENING REMARKS

1.1 Welcome and Apologies

The Chair welcomed members to the meeting, noting that apologies had been received from:

- Eleanor Craig; and
- Ken Thomson.

1.11 *Declaration of Any Conflicts of Interest*

There were no conflicts of interest raised in relation to the agenda.

Whilst not a conflict of interest, it was acknowledged that Mr Hagney and Dr Thomson held an interest through their positions as Heads of

Centre. Furthermore, it was noted that Ms Davis and Mr Hagney had children studying at Higher and Advanced Higher levels.

The Chair noted that members of the Board would never be put in a position directly to affect the outcomes relating to their centres or family members.

1.12 Matters Arising

There were no other matters arising that would not be covered in the course of the agenda.

1.2 Chief Executive's Update

The Chair handed over to the Chief Executive who reported that she had received assurances from the Cabinet Secretary on job security and protection of terms and conditions for SQA staff and this had been communicated to all staff. Further engagement with the trade unions was planned.

In relation to the final consultation response that the Board would be considering at the meeting, the Chief Executive noted that there were no substantive changes, and that work would continue to sharpen up core elements.

The Chief Executive reported that colleagues continued to work through complex issues in relation to awarding for 2022, including developing exceptional circumstances and PRS services for 2022. The Executive Team would be undertaking a prioritisation exercise to ensure priorities are resourced appropriately.

The Chief Executive closed by highlighting that the organisation continued to deliver through a very challenging period.

1.3 Board Meeting with the Cabinet Secretary

The Chair provided a brief update on the meeting between Board members and the Cabinet Secretary earlier in the day, with a brief overview of the topics discussed and responses to Board questions.

1.4 Final Consultation Response

Mr Baxter provided a brief overview of the document, drawing out key points.

Mr Baxter reported that colleagues had also met with Education Scotland the previous day to explore issues and identify areas of synergy.

The Board generally endorsed the consultation response, and it was noted that members would have opportunity to give final thoughts on the document by 3pm the following day before submission. The Board acknowledged the level of work, effort and thought put into the collation of the response and noted their thanks to all colleagues involved.

No other business was raised, and the Chair brought the meeting to a close noting the Board would meet again on 14 December. The Chair noted that, once confirmed, some further fixed Board dates would be issued by the Corporate Office for early 2022.