

CCEA

COUNCIL BRIEFING

Note of Council Briefing meeting held on Thursday 24 June 2021 at 1.30 pm via MS Teams.

Present : Mr T O'Reilly (Chair) Mr R Smyth
 Dr L Caul Mrs K O'Hare
 Mrs C Fitzsimons Professor P Hanna
 Ms P Slevin Miss M Corrigan
 Mr B Wilson Mrs A Kingsley
 Mrs S Sellars

Miss M Farragher (Interim Chief Executive)
Mrs L Scott (Director of Finance & Corporate Services)
Ms A Swann (Interim Director of Examinations)

Miss N Kennedy (Manager, Council Secretariat)

Introduction

The Chair welcomed members and officers to the meeting.

1 Apologies

Apologies were received from Mr H McCarthy and Mrs P Leitch

2 Conflict of Interests

Two members declared potential conflict of interest for items on the agenda. These were formally noted for the record.

3 Chair's Business

Confirmation of Boardroom Apprentice

The Chair confirmed that Clare Greenwood has been matched to CCEA and would be introduced to members at the August meeting.

He confirmed that volunteers had been sought to act as a 'boardroom buddy/mentor' to Clare and asked members to register their interest with the Manager of the Secretariat outside of the meeting.

Officer Attendance

Mr John Daly joined the meeting for the approval of the 2020/21 Annual Report and Accounts.

4 Formal Business

For Approval

Draft Annual Report & Accounts 2020/21

Paper 1

The Interim Chief Executive introduced this item. She commended the Director of Finance & Corporate Services (DoFCS) and team for the significant amount of work completed and asked for her thanks to be passed to all those involved.

The DoFCS advised that feedback from the Audit & Risk Assurance Committee (following its meeting on 15 June 2021) had been taken on board, and members were content to recommend the draft report to Council for final consideration.

She confirmed that comments from Council members received outside the meeting had also been taken on board and included, as appropriate in the final draft presented for final consideration.

The DoFCS was pleased to report an Unqualified Assurance for the 2020/21 Annual Report and Accounts.

The Chair confirmed the report had been discussed by the Audit & Risk Assurance Committee. He sought and received confirmation that members were content to approve the 2021/21 Annual Report and Accounts.

Formally proposed by Ms Patricia Slevin and seconded by Mr Brian Wilson.

Copies would be signed by the Chair and Interim Chief Executive in advance of laying before the Assembly.

For Approval

Deloitte Action Plan

Paper 2

The Chair introduced this item. He confirmed that Council's approval was being sought in advance of release to the Department of Education.

The DoFCS gave a detailed overview of progress against the main findings and lessons learned from the action plan.

A Council member welcomed the detail provided and suggested the inclusion of a communications piece specific to the 5-step process to ensure complete clarity.

Subject to this inclusion members agreed to the release of the action plan. Formally proposed by Mrs Carol Fitzsimons and seconded by Mrs Anne Kingsley.

The Chair advised that it was planned to agree with DE that a range of actions in the plan would now be moved into business as usual activity.

For Retrospective Approval

Amendment to CCEA Regulation Conditions and Requirements : Alternative Awarding Framework for General Qualifications ***Paper 3***

The Interim Chief Executive confirmed that the query raised outside of the meeting had been corrected.

For formal recording purposes the Framework was proposed by Mrs Sarah Sellars and seconded by Ms Majella Corrigan.

This concluded the formal business of the meeting.

5 Examinations

Briefings

The Chair asked members to observe confidentiality on the information being presented as it was highly sensitive and protected under development.

Progress on Summer 2021 Awarding Process

The temporary Director of Examinations gave a detailed presentation on progress in relation to the summer 2021 awarding process.

Members discussed and sought clarification as appropriate and were content with the information provided.

The Chair, on behalf of Council, commended the teams involved on the significant amount of work completed to date and for the clarity of the information provided.

Update on AS and A2 Qualifications

The temporary Director of Examinations emphasised the confidential nature of the information presented. She gave a high-level outline of the approach and methodology used to award CCEA Summer 2021 Grades for GCSE and A Level.

Members discussed and sought clarification as appropriate and were content with the information provided.

The Chair thanked members and officers for their input.

6 Corporate

Development of the Corporate Risk Register

The Director of Finance and Corporate Services (DoFCS) outlined the purpose of the risk register, the risk management process and the corporate risk environment CCEA operated under.

Members discussed a range of points which would be taken into consideration as appropriate moving forward.

The Chair confirmed that there would be further opportunities to discuss the content and format of the risk register.

7 Any Other Business

None identified

8 Date of Next Meeting

The date of the next briefing meeting was confirmed as Thursday 26 August 2021 at 1.30 pm.

The Chair thanked members and officers for their contributions to the meeting and wished everyone a good summer break.