

Ofqual Board

Paper 76/14

Date:

3 December, 2014

Title:

Ofqual Board and Board Committees – dates for meetings in 2015/16

Report by:

Alison Townsend, Board Secretariat Manager

Responsible Director:

Jeremy Benson, Executive Director for Vocational Qualifications

Paper for decision

open paper



Issue

1. To recommend dates for meetings of the Ofqual Board and its Committees in the 2015/16 financial year for approval.

Recommendation

The Ofqual Board is recommended to approve the dates for meetings of the Ofqual Board and its Committees set out in this paper.

Background

Ofqual Board

2. All board members have been consulted on dates and it is recommended that Board meetings are scheduled on the following dates at 10:00:-

Wednesday 20 May 2015
Wednesday 29 July 2015
Wednesday 23 September 2015
Wednesday 18 November 2015
Wednesday 20 January 2016
Wednesday 23 March 2016

It will be necessary to arrange a short meeting, likely to be a teleconference, to formally sign off the 2014/15 Annual Report and Accounts. A date for this meeting will be identified once the National Audit Office has a timetable for its audit.

It is also proposed that full day Board strategy sessions be held in February 2015 and October 2016. This date will be agreed with the Board outside of the meeting shortly.

Audit and Risk Assurance Committee

3. All members of the Audit and Risk Assurance Committee have been consulted and the following dates identified for meetings of the Committee:-

Tuesday 19 May 2015
Friday 2 October 2015
Friday 4 December 2015
Friday 18 March 2016

The date for a joint meeting of the Audit and Risk Assurance and Finance Committees to consider the 2014/15 Annual Report and Accounts will be set once the audit timetable is set.

Finance Committee

4. All members of the Finance Committee have been consulted and the following dates identified for meetings of the Committee:-

Friday 8 May 2015
Friday 24 July 2015
Friday 30 October 2015
Friday 19 February 2015

The date for a joint meeting of the Audit and Risk Assurance and Finance Committees to consider the 2014/15 Annual Report and Accounts will be set once the audit timetable is set.

Standards Advisory Group

5. All members of the Standards Advisory Group have been consulted and the following dates identified for meetings of the Committee:-

Friday 19 June 2015
Friday 13 November 2015; and
Friday 5 February 2016

Vocational Advisory Group

6. All members of the Vocational Advisory Group have been consulted and the following dates identified for meetings of the Committee:-

10 July 2015
23 October 2015

4 March 2016

Reform Committee

7. Meetings of this Committee are scheduled as required.

Finance and Resource

8. Costs for meetings of the Ofqual Board and its Committees will be included in the 2015/16 budget.

Communications

9. Board and Committee members have already been made aware of the proposed dates by correspondence.

Paper to be published	YES
Publication date (if relevant)	After the meeting

ANNEXES LIST:-

NONE