



The Association for Science Education AGM 8th March 2025 Quality and Audit Committee Report

The role of the Quality and Audit Committee (Q & A) is to independently monitor the management of ASE's resources, and to report on this to members at the AGM. It operates to represent the interests of members by acting in an advisory role as a critical friend to trustees.

The current membership of Q & A is as follows.

Olivia Bussey	Trustee representative, 2024 –
John Lawrence	Member 2023-26
Stuart Naylor	Member 2022-25, Chair from 2024
Peter Robinson	Co-opted member, 2024-25
Nicholas Souter	Member 2022-25, Chair from 2023-24

The CEO of ASE also attends Q & A meetings.

Peter Robinson was co-opted to replace Martin Hollins, who stood down in 2024 due to ill health.

Q & A has met remotely on three occasions since last year's AGM. Members of Q & A receive all documents that are sent to trustees, and a member of Q & A also attends each trustee meeting as an observer. This enables Q & A to be fully informed about discussions held by trustees and also to scrutinise the decision-making process on behalf of members.

The main aspects of Q & A's work over the past 12 months are as follows.

- Reviewing nominations for Honorary Membership, ensuring that each nomination fully meets the criteria, and reviewing the process of conferring Honorary Membership.
- Q & A initiated discussions on an Archiving, Retention and Disposal policy and set up a Task Group to take this further on behalf of ASE. Subsequently members of the Task Group gave up enormous amounts of time to work on evaluating, categorising, storing, and labelling documents stored at ASE HQ before the building was vacated.
- Scrutinising the process of ASE relinquishing the lease on the HQ building at the University of Hatfield, and ensuring that due diligence was carried out.
- Scrutinising the sale of Millgate House Publishers and ensuring that the final contract of sale protected the interests of members through relevant clauses in relation to copyright, conferences and future sales.
- Ensuring that proper attention was given to the process of winding down, in the unlikely event of ASE becoming insolvent, to ensure that an effective plan was in place.

Q & A wishes to record its thanks to

- Nicky Souter, who took on the role of chair during 2023-24
- Martin Hollins, who served as a member of Q & A from 2020-24 and sadly died early in 2025
- Maggie Hannon, who has been the trustee representative on Q & A from 2017-24
- John Lawrence and Peter Borrows, who took on the task of archiving the resources at ASE HQ

- ASE headquarters staff, who serve our science education community so effectively with ever smaller numbers of staff
- The CEO, Lynn Ladbroke, whose vision and dedication enable ASE to survive in these difficult times.

Stuart Naylor, Chair of Quality and Audit Committee